Schedule Guides for Master's and Doctor's process in English Department's General Graduate School

1. General matters

1) **Studying year** : 4 semesters (2 years)

cf. Reduction of the studying year : 대이과목 이수자, 학.석사연계과정, 석.박사통합과정

<u>Since this does not apply to most students, you can simply consider it for reference.</u>

구 분		단 축 대 상	단축 기간
Master's Degree	대이과목 이수자	대이과목(학사과정 학생이 석사과정 과목 이수) 6학점을 석사과정 수료학점으로 인정받은 학생	6개월
	학·석사 연계과정	학석사연계과정 유형1로 선발되어 석사과정 성적평점평균 4.3 이상인 자(2021-2학기 이후 신입생)	1년
		학석사연계과정 유형2, 3로 선발되어 평점평균 4.3미만인 자 (※ 유형3: 2021-2학기 이후 신입생)	6개월

2) **Enrollment year maximum (cannot be exceeded)** : Master's - 4 years (8 semesters), PhD - 6 years (12 semesters).

3) **Maximum Period of Suspension of schooling :** 2 consecutive years (four semesters) & cannot exceed 3 years (six semesters).

4) **Completion credits**: Master's degree - 24 credits, PhD - 36 credits required.

5) **Requirements for courses' completion** :

Degree	Entry year	Completion Credits	Grades	G.P.A
MA	Not relevant	24 credits or more	C^0 or higher	At lest 3.0 (Includes F)
PhD	After 2018-Second Semester	36 credits or more	C^0 or higher	At lest 3.0 (Includes F)
	2008 ~ Before 2018-First Semester	60 credits or more (석사과정 30학점 이내 포함)	C^0 or higher	At lest 3.0 (Includes F)
	Before 2007	60 credits or more (석사과정 24학점이내 포함)	C^0 or higher	At lest 3.0 (Includes F)

※ Essential Course
 : 석사/박사논문연구(Master,PhD Thesis Research) , 연구윤리(Research Ethics)

6) **Graduation Requirements** :
 ① **Those who completed or will complete**
 ② **Those who passed exams required for graduation**

Degree	Foreign Languages (Major English)	Comprehensive Exam		Note
		2018~2020 Freshman & Transfer Students	2021~ Freshman & Transfer Students	
MA	Not Applicable	Three Subjects (More than 70 points)	Two Subjects (More than 70 points)	-
PhD	More than 70 points	Four Subjects (More than 70 points)	Three Subjects (More than 70 points)	**< Foreign language tests for international students can be substituted only>** - GPA of 3.0 or higher in at least two Korean language courses - Passed a recognized Korean language proficiency test with a level 3 or higher **<Foreign language test exemptions for Korean students>** - Internationally recognized TOEIC or TOEFL scores equivalent to or higher than the major English test score may be substituted

③ **Publications in national and international academic journals [PhD program only]**

For PhD students admitted after 2015, at least one publication as first author or co-author in a domestic or international journal* as of the date of the initial review by the department (major). (Korea Research Foundation listed (candidate) journal or higher)

④ **Thesis (Thesis Review is available after completing ③)**

Degree	Qualifications & Thesis evaluation		Oral Examination	
	Evaluation	Acceptance Criteria	Evaluation	Acceptance Criteria
MA	-Eligibility screening -Thesis content review	**Agreement of at least two-thirds of the judges**	Vetting presentations for validity and eligibility	Earned a score of 70 or higher out of 100 (rounded to two decimal places), based on the judges' combined scores, averaged together.
PhD	-Eligibility screening -Thesis content review	**Agreement of at least four-fifths of the judges**	″	″

※ Master's students can replace their thesis by completing an additional 9 credits. For more information, please visit our website.
https://icms.pknu.ac.kr/english/3937?action=view&no=9966535

2. About Credits

1) Course Registration

※ Academic Calendar(Course registration and correction period) : https://www.pknu.ac.kr/main/31

※ Course Registration and syllabus : https://www.pknu.ac.kr/main/110

- Up to 12 credits per semester (3 credits per general course / 3 credits each for seminar/thesis research course).

- Seminar 1, Seminar 2, and thesis research courses are ought to be completed in the third and fourth semesters.

- Courses completed in Master's process cannot be repeated in PhD's process.

2) Core Subjects

① 논문연구 (Thesis Research)

-If not taken, not eligible for graduation (Must be completed in your fourth semester of study; cannot be completed in advance)

- Must be completed even if the additional 9 credits substitute for the Master's Claims Thesis

- This course is to prepare for your thesis, so be sure to contact your advisor after signing up for the course. (failure to do so may result in a grade of F).

② 연구윤리 (Research Thesis)

Degree	Course	Course Number	Course Section	Target Student Korean /Foreigner*	Target Student Discipline	Grade	Credit
MA Research Thesis	대학원생을 위한 연구윤리	A09975	001	Korean	Humanities and Social Sciences	P(Pass) or F (Fail)	0
MA Research Thesis	Research ethics for graduate students (Humanities and Social Sciences)	A09975	002	Foreigner	Humanities and Social Sciences	P(Pass) or F (Fail)	0
PhD Research Thesis	대학원생을 위한 연구윤리	A09976	001	Korean	Humanities and Social Sciences	P(Pass) or F (Fail)	0
PhD Research Thesis	Research ethics for graduate students (Humanities and Social Sciences)	A09976	002	Foreigner	Humanities and Social Sciences	P(Pass) or F (Fail)	0

※ For more information, check the website below.

https://icms.pknu.ac.kr/english/3937?action=view&no=9967636

③ Seminar

- Seminar courses are not required, but can be taken as preparation for a thesis.

- Only one course is opened under the name of the head professor of department (sometimes under the name of another professor), however, after applying, the actual course is conducted between the supervisor professor and the student. Be sure to contact your advisor after signing up for the course (failure to do so may result in a grade of F).

- Regardless of the order of seminars 1 and 2, enroll and complete courses in the 3rd and 4th semesters

(First Semester : 석사세미나1 (Master Seminar 1), 박사세미나1(PhD Seminar 1

Second Semester : 석사세미나2 (Master Seminar 2), 박사세미나2 (PhD Seminar 2)

3. Selection of supervisor professors

- Selected immediately after final exam in the first semester. (PhD students are assigned a prospective advisor upon admission)

- You must request a meeting with the professor you want to be your advisor in person during your first semester.

4. Foreign language test and comprehensive test

① **Eligibility**
 - Foreign Langauge Test : PhD Students (Not applicable for master's students)
 - Comprehensive Test : Master's and PhD students who have earned at least one-half of the credits toward completion

② **Test Subjects**
 - Foreign Language Test : 전공영어 (Major English) (2 questions Total)
 - Comprehensive Test
['18~'20] Master : 3 subjects, PhD : 4 subjects (2 questions per subject)
[After '21] Master : 2 subjects, PhD : 3 subjects (2 questions per subject)
 ※ You must select your specific major (literature, language, education) in at least two of the courses you have taken.
 ※ You can't take all of the subjects in the test with the same professor.

③ **Acceptance Criteria : At least 70 points for each subject (out of 100)**

④ **Criteria for exam substitutions or exemptions : You only need to meet 1 of the criteria below.**

▷ **Substitutions for Foreign language test (Valid transcripts only)**

	Exam		implementing agency	Exemption Criteria
Korean	TOEIC		YBM	More than 660 points
	TOEFL	CBT	ETS	More than 197 points
		IBT		More than 71 points
	TEPS	(Old) Teps	Seoul University	More than 560 points
		(New) Teps		More than 303 points
Foreigner	TOPIK (Korean Language Proficiency Test)		National Institute of International Education (Ministry of Education)	More than Level 3
	Take a Korean education course		Division of Global & Interdisciplinary Studies	Earned at least a 3.0 GPA in at least two courses

cf. How to check out the Korean Studies(한국학) course: PKNU Website > 대학/대학원 > 글로벌자율전공학부 > 홈페이지 바로가기 > 학사안내 > 한국학교육 > 한국학교육프로그램
cf. If it is necessary to apply for a Korean curriculum class, visit the department office and apply through the assistant.)

▷ **Exemption for Comprehensive Test (Only for Master's Degree)**
: Have completed 12 or more credit hours and have a grade point average of 4.3 or higher through the immediately preceding semester (automatically exempt, no need to apply for exemption)

⑤ **Test taking & Application for Substitution**

1) When and how to apply : Apply on the portal during the designated period

2) Test Schedule

	Test Application Period	Test Schedule
First Semester	Late February	Mid-March
Second Semester	Late August	Mid-September

※ For more information on how to apply, please check on our website.

https://icms.pknu.ac.kr/english/3937?action=view&no=9956902

⑥ **Retest :** If you fail the comprehensive exam, you can change the subject you took and take it the next semester.

5. Thesis Defense

① **Eligibility**

- Those who have completed or are expected to complete / Those who passed foreign & Comprehensive test and have an advisor's recommendation

- Those who have published at least one paper as first author or co-author in domestic or international journals listed (nominated) by the Korea Research Foundation(한국연구재단) or higher.

② **Thesis Defense Period**

	Thesis Review Application Period	Thesis Review Period
First Semester	Early April	May ~ June
Second Semester	Early October	November ~ December

③ **An additional 9 credits to replace the master's thesis**

★ Please be sure to read the notice below.

https://icms.pknu.ac.kr/english/3937?action=view&no=9966535

④ **Notes**

- Limit your thesis topic to something related to your major and thesis topic

- All supervision for your thesis is arranged individually with your thesis advisor!!!

◆ Major Websites ◆

1) PKNU Homepage : http://www.pknu.ac.kr/ Community → Check 공지사항

2) English Department of English : http://english.pknu.ac.kr/ Community → Check 공지사항

● We do not announce all schedules by personal text or email, so please check the Undergraduate website frequently for announcements.

3) PKNU Portal : http://portal.pknu.ac.kr/ → 학사행정정보시스템 (Administrative information system)

※ ID: Examination number (accessed by class number after September) / Initial password: Class number (examination number) + 6 digits of birth date

※ Student number inquiry : Check the bottom of the login screen in the PKNU portal system site after school starts

※ Check course registration/opening courses/grades, Application for a leave of absence and return to school, etc…

※ Search Course catalog : 부경대포털 (PKNU Portal) ->학사행정정보시스템 (Administrative information system) ->대학원학사 (Administrative information for graduate school) ->수강신청 (Course registration)

-> 강의편람조회 (View/Search Course Catalog) → 학부/대학원메뉴 "영어영문학부" 선택 (Click "Enlgish Deparment")

※ Course registration: http://sugang.pknu.ac.kr/ →Click on the Course Registration menu →Login required

● If you changed your mobile phone number or email address, you need to request a change of personal information directly from the Pukyong National University portal site!
(Please inform the department office after changing it. The department is not responsible for disadvantages caused by not changing personal information.)

◆ Basic Information ◆

1) **Academic Calendar : 부경대학교 홈페이지 PKNU Website → 대학생활 College life →학사일정 Academic Calendar**

2) **Department Office : C25-1027호 Tel. 051-629-5371**

3) **Classrooms : C25 5F**

4) **Professors' office : C25 10F, 11F**

→ Check the professors' office phone number or email address in the introduction of the faculty on the English Department major website!

5) **Tuition Bill : Click on the <등록금 안내 (Tuition Guide)> banner at the bottom right of the Pukyong National University website**

6) **Student ID : Use Through Pukyong National University mobile app**

7) **Certificate Issuance : Use the certificate issuing machine on the first floor of the main building of the university or on the second floor of the Humanities and Social Management Building (C25)**

→ Certificate issuance inquiry: Student Service Center (051-629-5047)

8) **Ticket for Regular Parking Ticket : Visit the office (Room 209, Building No. A11) and apply.**

◆ Mobile Course Registration Information ◆

※ **Mobile enrollment requires installation of a dedicated enrollment application**

→ How to install: Search for "**부경대 수강신청**" in Play Store/App Store and install the application developed by Pukyong National University.

※ **The texts you receive from the department office number 051-629-5371 are outgoing only and cannot be read even if you reply. If you have any questions, please contact us by phone or email.**