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# **School Regulations of the Ulsan National Institute of Science and Technology**

**Enacted on 09/25/2015, Regulation No. 1**

**Amended on 01/11/2016, Regulation No. 57**

**Wholly Amended 08/05/2016, Regulation No. 117**

**Amended on 03/30/2017, Regulation No. 153**

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## **Chapter 1 General Provisions**

**Article 1 (Purpose)** The purpose of these school regulations is to regulate the matters delegated by the Ulsan National Institute of Science and Technology Act and its Enforcement Decree and the matters necessary in relation to the operation of Ulsan National Institute of Science and Technology (hereinafter referred to as "UNIST").

**Article 2 (Educational Objectives and Policies)** ① The goal of UNIST is to foster creative and practical global talents that lead the strengthening of national industrial competitiveness and technological innovation through education and research.

② In order to achieve the goal in Paragraph 1, the following educational and research policies shall be established.

1. Specialization in high-tech interdisciplinary studies
2. Fostering of creative global talents
3. Industry-academia cooperation to foster the high-tech industry

**Article 3 (Definition of Terms)** The definitions of the terms used in these school

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regulations are as follows.

1. "Government scholarship student" means a student whose educational expenses are funded in part or whole by UNIST with government funds.
2. "Student supported by institutions" means a student whose educational expenses are funded in part or whole by industrial, research, educational, and governmental institutions (by themselves if approved by UNIST).
3. "UNIST scholarship student" (hereinafter referred to as a "UNIST scholarship student") means a student whose educational expenses are funded in part or whole by scholarship, external contribution fund or research fund of UNIST.
4. "Student educational expenses" means the expenses required for students' education such as payments, tuition fees, etc.
5. "Full-time faculty member" means a faculty member who is employed as a regular faculty member of UNIST and directly teaches students and guides their research (including cases where the faculty member only teaches or guides research).
6. "Part-time faculty member" means a faculty member who is appointed as an irregular faculty member of UNIST and conducts or advises on education and research.
7. "Degree program" means a program for obtaining a degree; a course for obtaining a bachelor's degree is called a "undergraduate program," a program for obtaining a master's degree is called a "master's program," a program for obtaining a professional master's degree is called a "professional master's program," and a program for obtaining a doctoraal degree is called a "doctorate program."
8. "Linked degree program" means a program to acquire two or more degrees linked consecutively.
9. "Major" means a unit of study in which education is systematically carried out due to the differentiation or specialization of the academic field.

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10. "Interdisciplinary major" shall mean a specialized unit that systematically manages a series of interdisciplinary integrated education courses for the purpose of fostering talents in specific fields in accordance with the needs of UNIST.

11. "Interdisciplinary double major" means a unit of study that is awarded at the time of graduation to a student who has completed an entire required program in an undergraduate program.

12. "Combined master's-doctoral program" (hereinafter referred to as "Combined program") means a program in which a bachelor's degree holder can obtain a doctoral degree without passing a master's thesis or doctoral examination.

13. "Joint degree program" means a program in which a student complete an entire required program in accordance with an agreement with domestic and foreign universities, passing the dissertation examination of both universities, and acquiring a dual degree or a joint degree from both universities.

**Article 4 (Programs)** ① UNIST shall have an undergraduate program, a master's program, a professional master's program, and a doctoral program, and also may offer linked degree program, combined program and joint degree program.

② UNIST shall have undergraduate schools that run undergraduate programs, and graduate schools that runs master's programs, professional master's programs, doctoral programs and combined programs.

③ The president shall decide on details regarding establishment and operation of the linked degree program, combined program and joint degree program.

**Article 5 (Academic Organization)** ① For academic organizations, UNIST may have a undergraduate school, a general graduate school, a professional graduate school and a special graduate school, schools in the undergraduate school and departments(schools) in graduate schools, and have majors in schools and

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departments, if necessary, as shown in the [Attached Table].

② The Division of General Studies may be established for the liberal arts and basic education for majors in the undergraduate program.

③ In order to be in charge of the operation of academic affairs of the undergraduate and graduate schools, there may be a dean of graduate school and a head of the school (department) in each school (department).

④ In order to be in charge of the operation of academic affairs of the Division of General Studies, there may be a head of the Division of General Studies.

⑤ The qualifications of the head of the academic organization and details of its operation shall be determined by the President.

**Article 6 (Student Quota)** ① student quota of UNIST shall be determined by the President of UNIST (hereinafter referred to as "the President") for each academic year in accordance with the demand prospects of scientific and technological manpower, and shall be reported to the Minister of Ministry of Science and ICT and the Minister of Ministry of Education. (Amended on 09/05/2017)

② The student quota for each program and field can be determined by the President within the scope of the student quota of the undergraduate and graduate schools in consideration of the demand prospects of science and technology manpower in each field.

**Article 7 (Administrative Organization)** Matters concerning the administrative organization, duties, and work assignments of UNIST shall be determined separately by the President.

**Article 8 (Auxiliary Institutions and Affiliated Facilities)** ① UNIST may have auxiliary institutions and affiliated facilities.

② Matters concerning the establishment and operation of auxiliary institutions and

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affiliated facilities shall be determined separately by the President.

## **Chapter 2 General Provisions of Each Program**

### **Section 1 Committee and Faculty Meeting**

**Article 9 (University Administration Committee)** ① The University Administration Committee shall be established to review important matters concerning the education, research and operation of UNIST.

② The details of the composition, function and operation of the University Administration Committee shall be separately determined by the President.

**Article 10 (Academic Affair Operation Committee)** ① The Academic Affair Operation Committee shall be established to review important matters concerning the operation of academic affairs of UNIST.

② The details of the composition, function and operation of the Academic Affair Committee shall be determined separately by the President.

**Article 11 (Planning Committee)** ① The Planning Committee shall be established to review important matters concerning the development plan, budget and settlement of UNIST.

② The details of the composition, function and operation of the Planning Committee shall be determined separately by the President.

**Article 12 (Research Committee)** ① The Research Committee shall be established to review important matters concerning the research affairs of UNIST.

② The details of the composition, function and operation of the Research Committee shall be determined separately by the President.

**Article 13 (School (Department) and Major Faculty Meeting)** ① School (department)

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and major faculty meetings shall be held to review general matters concerning the operation of the school (department) and major.

② The school (department) and major faculty meetings shall be composed of all the full-time faculty members of each school (department) and major.

③ School (department) and major faculty meetings shall be convened by the head of the school (department) when deemed necessary by the head of the school (department) or when there is a demand of more than 1/3 of the faculty members of the school(department).

**Article 14 (Plenary Faculty Meeting)** ① A plenary faculty meeting shall be held to discuss general issues concerning the operation of the academic affairs of UNIST.

② The plenary faculty meeting shall be composed of the full-time faculty members of UNIST, and the President shall be the chairman.

③ The plenary faculty meeting shall be convened by the President when deemed necessary by the President or when there is a demand of more than 1/3 of the full-time faculty members.

④ The plenary faculty meeting may convene a regular meeting every semester and provisional meetings if necessary.

**Article 15 (Scientifically Gifted Students Selection Committee)** ① A Scientifically Gifted Students Selection Committee may be established for the selection of new students at UNIST.

② The details of the composition, function and operation of the Scientifically Gifted Students Selection Committee shall be determined separately by the President.

**Article 16 (Other Various Committees)** ① Other committees may be established, if necessary, for the operation of UNIST.

② Matters concerning the composition, function and operation of the committees

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shall be determined separately by the President.

## **Section 2 Faculty Members**

**Article 17 (Full-time Faculty Members)** ① Full-time faculty members (including professors, associate professors, and assistant professors (hereinafter referred to as "Faculty Members")) are classified into tenure track faculty and non-tenure track faculty.

② The faculty members belong to the schools(departments) of the undergraduate and graduate schools and the other institutions designated by the President depending on the major field, and they may be hold on additional post if necessary.

③ In principle, the faculty members' duties shall be education and guidance and academic research, but they may be dedicated only to education and guidance, academic research, industry-academia cooperation, or act as a joint professor and etc.

④ The class hours of all the full-time faculty members shall be prescribed separately by the President considering the characteristics of the school (department) and the major.

⑤ The matters required for appointment and promotion, review and evaluation of achievements of faculty members shall be prescribed separately by the President after review by the Faculty Personnel Committee.

**Article 18 (Dean of Graduate School)** ① In order to be in charge of the academic operation of the master's program, professional master's program, and doctoral program in UNIST, there shall be a dean for each graduate school, and the dean shall be appointed as a faculty member.

② The dean of graduate school shall supervise the administration of each graduate

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school and be in charge of guiding the education and research of student in each program.

**Article 19 (Head of School and Department)** ① Each school and department shall have one head.

② The heads of the schools and departments shall represent the schools and departments, and are in charge of operating academic affairs.

③ The term of office of the head of the school and department shall be 2 years, but may be appointed for further term.

**Article 20 (Track Chair)** ① There shall be a track chair in charge of major in each school(department).

② The track chair shall represent the academic organization of the relevant major, and be in charge of operating the academic affairs in consultation with the head of the school (department).

③ The term of track chair shall be 2 years, but may be appointed for further term.

**Article 21 (Advisor)** ① There shall be advisors to supervise the thesis and life of the student. Full-time faculty members shall be the advisors. However, if necessary, part-time faculty members may be in charge.

② In principle, the advisor shall be a faculty member of the student's major or a interdisciplinary major, but the faculty members of other majors may become an advisor.

③ The President shall adjust the student's guidance of the faculty member by considering the opinions of the dean of graduate school, the school (department) head and the track chair of the major in the case of a faculty member who has long-term leave, research year, overseas studies, and overseas official affairs that have a substantial effect on the student's thesis guidance.



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**Article 22 (Emeritus Professor)** ① The President may appoint a person who has contributed or may contribute to the development of UNIST with a noble character and moral influence and outstanding research achievements to be an emeritus professor.

② The necessary matters concerning the process of appointing emeritus professors, treatment, etc. shall be prescribed separately by the President after review by the Faculty Personnel Committee.

**Article 23 (Chair Professor and Distinguished Professor)** ① The President shall give the title of chair Professor and distinguished professor of UNIST to faculty members or prominent Korean or foreign eminent scholars in field of science and technology with a noble character and moral influence and outstanding research achievements and give suitable special treatment.

② Matters concerning the operation of the chair Professor and distinguished professor in accordance with the provisions in Paragraph 1 shall be prescribed by the President.

**Article 24 (Part-time faculty)** ① There may be visiting professors, adjunct professors, research professors, exchange professors, and collegiate faculty.

② Matters necessary for the appointment, service and treatment of part-time faculty shall be prescribed by the President.

**Article 25 (Tenured Professor)** ① The President may appoint faculty who has outstanding achievements in education and research as a tenured professor, report to the board of directors, and give corresponding treatment.

② Matters necessary for the appointment, service and treatment of a tenured professor shall be prescribed separately by the President.

**Article 26 (Education and Research Assistants)** ① There may be postdoctoral

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research associates to promote the research activities of UNIST.

② There may be assistants to assist in the education and research activities in the school and the department of UNIST.

③ The matters necessary for the appointment, service and treatment of the researchers and assistants under the provisions in Paragraphs 1 and 2 shall be prescribed separately by the President.

**Article 27 (Research Year)** ① All full-time faculty members who have been employed for a certain period of time may have paid research years in which they may concentrate on their own research activities.

② Matters necessary for the implementation of the research year shall be separately determined by the President.

**Article 28 (Retirement Age of Faculty Members)** The retirement age of all full-time faculty members shall be the end of the semester to which the day when they become 65 years old.

### **Section 3 Academic Year, Semester, Class Days and Closed Days**

**Article 29 (Academic Year and Semester)** ① The academic year shall be from March 1 to the end of February of the following year.

② A academic year shall be divided into two semesters as follows.

1. First semester: From March 1 to August 31

2. Second semester: From September 1 to the end of February of the following year

③ The President may open seasonal sessions (summer or winter sessions) during the vacation period in the term specified in Paragraph 2.

④ Notwithstanding the provisions in Paragraphs 1 and 2, the President may adjust

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some of the periods if necessary.

**Article 30 (Number of Class Days)** The number of class days in the first and second semesters shall be more than 32 weeks in total.

**Article 31 (Days with No Classes, Closing and Cancelation of Class)** ① The regular days with no classes are as follows.

1. Public holidays
2. Anniversary of school foundation
3. Summer vacation
4. Winter vacation

② In the event that classes cannot be held due to natural disasters, extraordinary geological phenomena, war, calamity or other unavoidable events, the President may order all or part of the temporary closing or cancellation of the classes.

③ In the case of failing to meet the number of class days of Article 30 due to closing or cancellation in Paragraph 2, it may be replaced by education using appropriate methods such as nighttime education, education in other external institutions, online education, etc. within 6 months.

#### **Section 4 Admission and Enrollment**

**Article 32 (Admission Period)** The enrollment period shall be within 30 days from the beginning of the semester.

**Article 33 (Admission Process)** Matters concerning the date, method, subjects, and scoring of admission shall be prescribed separately by the President.

**Article 34 (Permission of Admission)** The President shall permit applicants for admission through the prescribed admission procedure.

**Article 35 (Transfer Admission)** ① If there is a vacancy within the student quota,

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transfer admission may be granted through the prescribed procedure.

② Matters necessary for the implementation of transfer admission shall be prescribed separately by the President.

**Article 36 (Admission Enrollment)** ① Students who are admitted shall submit the prescribed documents and make payments within the designated period to complete the admission enrollment.

② Admission may be canceled for those who fail to perform the procedure in Paragraph 1 without proper cause or pass in an unlawful method.

**Article 37 (Enrollment of Students)** Students shall complete the enrollment in accordance with the prescribed procedure within the designated period.

**Article 38 (Course Registration)** ① Students who enrolled shall register for the courses to attend in the semester within the designated period.

② A registered course may be changed or dropped during the change period of course registration.

③ Matters required for changes or cancellation of the course registration shall be prescribed separately by the President.

④ Students who have not enrolled in or registered for courses within the period without reasonable cause shall be expelled.

## **Section 5 Courses, Credits and Degree Conferment**

**Article 39 (Classification of Subjects and Organization of Curriculum)** ① The undergraduate curriculum is divided into liberal arts courses, fundamental courses in

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the fields and major courses.

② The master's, professional master's, and doctoral courses shall be divided into lecture courses and research courses.

③ Matters concerning the organization and operation of the curriculum shall be prescribed separately by the President.

**Article 40 (Opening of Courses)** The courses of each semester shall be determined by the President before the beginning of the semester.

**Article 41 (Special Course)** In each program, special courses may be opened during the vacation period and credits may be given accordingly.

**Article 42 (Preparatory Education)** The President may provide preparatory education to freshmen for less than 3 months.

**Article 43 (Credits)** The unit of course completion shall be credits, and 1 hour per week in one semester, or an equivalent number of hours of education, shall be one credit. However, the credits for thesis research, seminars, experiments, practice, etc. are determined by the President.

**Article 44 (Recognition of Credits Obtained from Other Schools)** The credits already earned by students who have changed their major may only be acknowledged in whole or in part by the President in after hearing the opinion of the head of the changed school (department) and the advisor, limited to the subjects corresponding to the curriculum of the changed school (department).

**Article 45 (Recognition of Credits Obtained from Other Universities)** ① The credits earned by students in each program from other universities in Korea or abroad before or during their enrollment may be recognized in whole or in part by the President by recommendation of the advisor and the request of their school heads.

② Students in each program may earn credits at other universities in Korea and

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abroad with which credit exchange agreements have been concluded or approved by the President. The details of the credit exchange shall be prescribed separately by the President.

**Article 46 (Recognition of Credits between Programs)** Undergraduate students may acquire course credits in the master's program. The credits earned may be included in the graduation (course completion) credits of the undergraduate program or the graduation (course completion) of the master's program after the students join the master's program.

**Article 47 (Prerequisite Courses)** ① If a lower-level course is required in advance for the completion of a major course, it may be designated as a prerequisite course in the curriculum.

② Matters concerning the opening and operation of the prerequisite courses shall be prescribed separately by the President.

**Article 48 (Degree conferment)** ① A bachelor's degree is awarded to a person who has completed a prescribed course in the undergraduate program and has passed a review by submitting a designated task or paper. For those who have completed the interdisciplinary major, the interdisciplinary major shall be indicated on the diploma, and for those who have completed the interdisciplinary double major, the interdisciplinary double major shall be indicated.

② A master's degree, a professional master's degree, or a doctoral degree will be awarded to those who have completed a full-time course in a master's program, a professional master's program, or a doctoral program and pass the general examination and pass the thesis examination. However, in the case of master's program and professional master's program, a thesis may be replaced with prescribed lecture credits, and if the person abandoned of the combined program satisfies the requirement of master's degree conferment, a master degree may be conferred.

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③ An honorary doctoral degree may be conferred to a person who contributed greatly to the development of national and international science and technology and the development of UNIST.

④ Matters necessary for the degree conferment in Paragraphs 1 or 3 shall be prescribed separately by the President.

**Article 49 (Timing of Degree Conferment)** The date of degree conferment of each program shall be at the end of the each semester.

### **Section 6 Exams and Grades**

**Article 50 (Examinations)** A regular examination of each course shall be carried out at the end of each semester. However, midterm examinations or provisional examinations may be carried out if necessary.

**Article 51 (Evaluation of Grades)** Grades are assessed by examining test scores, assignment evaluations, attendance, etc. for each course. However, the grade criteria of experiment, practice and special courses may be set separately.

**Article 52 (Classification of Grades)** ① Grades are categorized as follows, and a student who has received D- or higher and S, shall be deemed to have earned the credits. (Amended on 03/30/2017)

| Grade   | A+  | A°  | A-  | B+  | B°  | B-  | C+  | C°  | C-  | D+  | D°  | D-  | F   | S<br>(Pass)       | U<br>(Fail) | I<br>(Incomplete) |
|---------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------------------|-------------|-------------------|
| Average | 4.3 | 4.0 | 3.7 | 3.3 | 3.0 | 2.7 | 2.3 | 2.0 | 1.7 | 1.3 | 1.0 | 0.7 | 0.0 | Not<br>calculated | -           | -                 |

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② For courses designated by the President, such as research courses, etc. only S (Satisfactory) or U (Unsatisfactory) shall be indicated.

③ The grades of the courses whose grades have not been adjusted shall be indicated as I (Incomplete).

## **Section 7 Selection of School and Change of Affiliation**

**Article 53 (School Selection)** A student who has entered an undergraduate program shall select a school within the field of entry after completing the first year of study.

**Article 54 (Change of Field)** ① A student who is in the second year or above in the undergraduate program and wishes to change the field shall obtain the permission of the President through a prescribed procedure.

② Those who have been granted permission to change a field shall complete the fundamental courses in the fields and major courses in the changed field.

**Article 55 (Changes in School, Major, and program)** ① If necessary, school and major may be changed by a prescribed procedure.

② If necessary, a graduate student may change the program by a prescribed procedure.

③ Details concerning paragraphs 1 and 2 shall be determined by the President.

## **Section 8 Academic Leave of Absence, Academic Return, Voluntary Withdrawal, Readmission**

**Article 56 (General Leave of Absence)** ① A student who intends to take a general leave of absence during the semester due to an unavoidable reason shall prepare a leave of absence application with a written explanation attached before the day



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corresponding to 1/2 of the school days to obtain approval from the advisor, the head of the school (department) and permission from the President. However, if a student cannot attend classes due to illness, natural disaster or legal action, the student may take a leave of absence with the permission of the President even after 1/2 of the school days.

② General leave of absence may be extended up to 1 year on a semester basis, and shall not exceed 2 years in total during the period of attendance. However, if there are unavoidable reasons such as pregnancy, childbirth, childcare (within 2 years), entrepreneurship (within 2 years), illness, etc., the President may authorize additional leave of absence.

③ The President may order a leave of absence for a person who is deemed unable to perform normal academic work.

④ For those who have submitted an application for leave of absence and received permission within the registration period, the payment for the semester may be exempted. If a student who withdraws after completing registration in the relevant period is going to return in the next semester, the student may be exempted from the payment of the semester the student intends to study.

**Article 57 (Academic Leave of Absence for Military Service)** ① If a student in each program is unable to study due to military service (including voluntary enlistment), the student shall obtain permission from the President in accordance with the procedure in Article 56, Paragraph 1. Notwithstanding the provisions in Article 56, Paragraph 2, this period may be recognized as a separate period of general leave of absence. However, if a student takes a general leave of absence due to military service during the same semester as the period of application for general leave of absence, it shall be regarded as a leave of absence due to military service.

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② In the case of enrollment in military service during the period of general leave of absence, the student shall submit a leave of absence application.

**Article 58 ((Academic Return)** ① A person whose leave of absence period has expired or reason for it has lapsed shall submit an application for academic return during the registration period of the relevant semester and return with the approval of the head of the school(department) and the President. Those who have not returned within the period shall be expelled.

② If the date of military service corresponds to less than 1/4 of the class days, it may be granted despite the provisions in Paragraph 1.

③ If a person who withdraws after completing registration in the relevant semester is to return because the reason for leave of absence has expired within the semester, academic return may be granted within 1/4 of the semester.

**Article 59 (Voluntary Withdrawal)** Any person who intends to drop out shall fill in a prescribed application for voluntary withdrawal stating the reason, and obtain permission from the advisor, the head of the school (department) and the President.

**Article 60 (Readmission)** ① When a person who withdraws or is expelled from UNIST wishes to return to the undergraduate program within 3 years, the President may approve it with a recommendation from the advisor and the head of the school (department). However, a person who falls under any of the following clauses shall not be readmitted:

1. A person whose attendance period has expired
2. A person who was expelled due to disciplinary actions
3. A person who has been given academic warnings a total of three times

② Readmission shall be possible after two semesters including the semester in which the withdrawal or expulsion date is included, and be limited to once.

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③ The credits already obtained by the readmitted student may be acknowledged by the President considering the opinions of the advisor and the head of the school (department).

④ The attendance period of the readmitted student shall be calculated from the date of first enrollment in each program of UNIST.

⑤ The period of military service and treatment for diseases requiring long-term care shall not be included in the possible application period of readmission.

**Article 61 (Prohibition of Double Academic Registry)** Students in each program shall not double-register, except for students with a joint degree program in accordance with an agreement with a foreign university.

## **Section 9 Awards and Discipline**

**Article 62 (Award)** The President of UNIST may reward students who have good conduct and who fall under any of the following subparagraphs by a prescribed procedure.

1. A person who demonstrates outstanding creativity
2. A person who has excellent academic performance and research achievements
3. A person who performed a good deed and is recognized as worthy of an award

**Article 63 (Academic Warning)** ① The President shall give an academic warning to students with inferior academic records so that they can improve and develop the will to study. However, if the student meets the requirements for graduation, it may be omitted in the graduation semester only.

② For those who have received an academic warning, the number of course credits and extracurricular activities may be restricted as stipulated by the President.

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③ Anyone who has received a total of three academic warnings during the enrollment in each program shall be expelled.

**Article 64 (Disciplinary Actions)** When a student falls under any of the following subparagraphs, the President shall consider the opinions of the advisor and the chair of the department and discipline the student after the decision of the Scholarship and Guidance Committee.

1. A person who is admitted to have no room for improvement because the student's character and behavior are extremely bad

2. A person who is recognized as having no prospect of academic achievement due to poor academic performance

3. A person who has frequent absences without reasonable reasons

4. A person who interferes with class with unauthorized group activities or acts to destroy order of UNIST during on campus activities inside the school

5. A person who has been deemed to have acted in serious violation of the student's duties in the course of activities inside and outside of the school to damage the honor of UNIST or destroy, damage, or cause property damage to school facilities or assets

6. A person who plagiarized or ghostwrote a thesis, etc. or cheated during an examination

7. A person who has had unauthorized access to, tampered with, damaged, or leaked information or interfered with the normal operation of the internal and external information systems

8. A person who has committed an act that violates school regulations

**Article 65 (Types of Disciplinary Actions)** ① Disciplinary actions shall be divided into probation, suspension and expulsion.

② Matters necessary for the implementation of Paragraph 1 shall be prescribed separately by the President.

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## **Chapter 3 Special Provisions of Each Program**

### **Section 1 Master's and Doctoral Programs**

**Article 66 (Eligibility for Admission)** ① A persons who has obtained a bachelor's degree in Korea or overseas (including a person who is scheduled to be admitted) or a person who is recognized as having equal or higher academic ability under the laws and regulations may follow the prescribed procedure to take the entrance exam for the master's program or the combined master's and doctoral program.

② Students of other graduate schools may take the doctoral program entrance examination after completing the master's program.

③ Master's students in UNIST may apply for the combined program according to prescribed procedures.

④ The matters necessary for the examination period, type of examination, method of examination in Paragraphs 1 and 2 and the matters necessary for the combined program in paragraph 3 shall be determined separately by the President.

**Article 67 (Admission to Doctoral Program)** ① If a person who has obtained a master's degree or a professional master's degree from UNIST (including a person who is scheduled to obtain a master's degree) will enroll in the doctoral program, that person shall pass the doctoral program entrance examination. However, in order to receive an exemption from part or all of the examination, a recommendation letter from the master's program advisor and the head of the department concerned shall be required, and it shall pass the deliberation of the Graduate Steering Committee.

② If a person who has obtained a master's degree or a professional master's degree from another university (including a person who is scheduled to obtain a master's

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degree) will enroll in the doctoral program, that person shall pass the doctoral program entrance examination.

**Article 68 (Class Period)** ① The class period for the master's program and doctoral program in graduate school shall be 2 years, and the class period for the combined master's and doctoral program shall be 4 years. In the case of program change, the class period shall include the semesters of the program already taken.

② A person who meets the requirements for degree conferment, such as credits earned from each course, may be conferred a degree regardless of the class period of the program.

③ Matters concerning the class period of professional graduate schools and special graduate schools shall be determined separately by the President.

**Article 68-2 (Shortest Period of Study)** Students shall take two or more semesters in master's and professional master's program, two or more semesters in doctoral program, and a full-time classes of four semesters or more including the master's program that was already taken in the combined program. However, UNIST scholarship students and students supported by institutions may take part-time classes upon approval of the President.

**Article 69 (Attendance Period)** ① The attendance period in graduate school shall not exceed 3 years for master's program, 6 years for doctoral program, and 7 years for combined master's and doctoral program.

② If a person who is enrolled in a master's program in a graduate school enters the combined master's and doctoral program, the attendance period shall include the semesters taken during the master's program.

③ The period of leave of absence shall not be counted in the attendance period.

④ If it is necessary to extend the attendance period due to unavoidable reasons, it

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may be extended for 1 year after review by the Graduate Steering Committee.

⑤ A person who fails to obtain the degree after the length of enrollment has expired shall be expelled. (Amended on 03/30/2017)

⑥ Matters concerning the attendance period in professional graduate schools and special graduate schools shall be determined separately by the President.

**Article 70 (Academic Credits of Each Program)** ① The number of credits required for completion of the master's program in general graduate school shall be 28 or more, 32 or more for the doctoral program, and 54 or more for the combined master's and doctoral program. However, the minimum number of credits to be completed in each program shall depend on the prescribed credits determined by each department.

② Matters concerning the professional graduate schools and special graduate schools shall be determined separately by the President.

**Article 71 (Limitation of Acquired Credits)** ① Students attending each course of general graduate schools may earn from 3 to 13 credits per semester. However, if necessary, the credits may be adjusted differently in accordance with the Academic Regulations of Graduate School, etc. (Amended on 03/30/2017)

② Matters concerning the professional graduate schools and special graduate schools shall be determined separately by the President.

**Article 72 (Credit Recognition and Grade for Completion of Each Course)** Only A<sup>+</sup>, A<sup>0</sup>, A<sup>-</sup>, B<sup>+</sup>, B<sup>0</sup>, B<sup>-</sup>, C<sup>+</sup>, C<sup>0</sup>, C<sup>-</sup>, D<sup>+</sup>, D<sup>0</sup>, D<sup>-</sup>, and S shall be recognized as the credits for obtaining a degree. The grade average of all subjects shall be 3.0 / 4.3 or higher for review of the completion of each course.

**Article 73 (Academic Warning)** A person who fails to meet the GPA of B<sup>0</sup> / (3.0) per academic year of every semester shall be given an academic warning.

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## **Section 2 Undergraduate Program**

**Article 74 (Eligibility for Application)** The eligibility to apply for the undergraduate program shall be determined separately by the President.

**Article 75 (Class Period)** ① The class period for undergraduate programs shall be 4 years. However, the class period for transfer students shall be 2 years or more.

② For a person who has earned a certain number of credits in the undergraduate program, that person may earn a bachelor's degree by graduating early regardless of the class period.

**Article 76 (Attendance Period)** ① The attendance period for the undergraduate program shall not exceed 6 years. However, the period of leave of absence shall not be counted in the attendance period.

② A person who has not completed the prescribed procedure even after the attendance period has elapsed shall be expelled.

**Article 77 (Credits for Program Completion)** The credits required for graduation from the undergraduate program shall be at least 141 credits in the science and engineering field and 140 credits in the business administration field, and the fundamental courses in the fields shall be at least a predetermined number of credits. Also, the GPA of all subjects finished shall be 2.0 / 4.3 or higher.

**Article 78 (Completion Criteria)** ① In principle, the undergraduate program shall be based on a non-graded system, but the credits required for completion of each grade shall be as follows.

Completion of the first year - 35 or more credits

Completion of the second year - 70 or more credits

Completion of the third year - 105 or more credits



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Completion of the fourth year - 141 or more credits for the business management field, 140 or more credits for the business management field

② The completion of the grade shall be recognized when the credits prescribed in Paragraph 1 in the undergraduate program are obtained.

**Article 79 (Special Examination for Acquisition of Credit)** ① For courses designated separately in the curriculum, a special examination may be taken to earn credits.

② Credits may be awarded through the prescribed procedures for the university-level program or the advanced placement course completed before admission. The matters concerning this shall be separately determined by the President.

**Article 80 (Interdisciplinary Major and Interdisciplinary Double Major)** ① In the undergraduate program, students shall finish the interdisciplinary major, in principle, and may complete an interdisciplinary double major.

② In order to complete an interdisciplinary major and interdisciplinary double major, two or more tracks shall be completed.

③ Other details concerning the interdisciplinary major and interdisciplinary double major shall be prescribed separately by the President.

**Article 81 (Repeating a course)** A student may retake courses that the student has already completed.

**Article 82 (Additional Examinations)** ① A person who cannot take an examination due to military service, illness or other unavoidable reasons shall submit the application for an additional examination with evidential documents before the examination and obtain approval from the President.

② The details of the additional examination shall be determined separately by the President.

**Article 83 (Cum Laude)** ① A student who is going to graduate from the undergraduate

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program and who has an excellent academic performance, is well-behaved and is eligible to receive the summa cum laude, magna cum laude, and cum laude, shall be awarded at the time of graduation, and it shall be recorded in the school register and diploma.

② A student who has been disciplined in school shall be excluded from the award.

**Article 84 (Academic Warning)** ① A person who has a GPA of less than 2.0 / 4.3 in each semester shall be given an academic warning. However, a person who took classes during the season shall be excluded.

② Academic warnings may not be imposed, limited to the graduation semester.

## **Chapter 4 Supplementary Provisions**

### **Section 1 Payments and Scholarships**

**Article 85 (Payment)** ① Matters necessary for the type and amount of payments for students in UNIST shall be decided separately by the review of the Tuition Policy Advisory Committee and the decision of the University Administration Committee.

② For the government scholarship students of each program, part or all of the payment may be collected for students who exceed the term of study or students whose academic performance does not meet certain standards.

**Article 86 (Collection of actual expenses)** ① A portion of the expenses for research tours and field trips may be collected from the students of each program.

② In principle, fee for the use of the student residence shall be collected from the students of each program. However, when it is deemed necessary by the President, all or part of it may be exempted.

**Article 87 (Scholarship)** ① A scholarship may be awarded to a student in each program

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who has excellent academic records and exhibits good conduct.

② Matters necessary for the scholarship recipient, amount of payment, and other payment shall be determined separately by the President after review by the Student Scholarship and Guidance Committee.

**Article 88 (Student Expenditures, etc.)** ① Undergraduate students who are well-behaved and have an excellent academic performance, or have a good academic performance but have difficulty in financing educational expenses, may receive a certain amount of scholarship.

② For government scholarship students in the master's program, professional master's program, doctoral program, and the combined program, an appropriate amount of school expenses or assistance allowance necessary for academic studies may be awarded.

③ For those who take a leave of absence and those who have received disciplinary action, school expenses shall not be paid during that period. For students who fail to obtain at least 3 credits or more from each of the graduate program and 12 or more from the undergraduate program in the spring semester and fall semester, school expenses shall not be paid for the next semester (excluding a summer or winter session).

④ Matters necessary for the implementation of Paragraphs 1 or 3 shall be prescribed separately by the President.

## **Section 2 Student Activities**

**Article 89 (Student Union)** ① A student union may be established as an autonomous student organization.

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② Matters necessary for the organization, function and administration of the Student Union shall be determined by the union rules, but shall be approved by the President.

**Article 90 (Extracurricular Activities)** ① Students may conduct extracurricular activities autonomously within the scope of school regulations.

② Extracurricular activities shall be supervised by the advisor, and should not be in conflict with education and research and order in UNIST.

**Article 91 (Life Guidance)** The students of each course shall receive guidance about life from the advisors, and the advisors shall give individual counseling and try to solve problems.

**Article 92 (Support for disabled Students)** Support for disabled students shall be provided so that the students have no discrimination or disadvantage in their academic and school life, and the details shall be prescribed separately by the President.

**Article 93 (Prohibition of Commercial Activities)** A student shall not engage in any business for profit without approval from the President.

**Article 94 (Publications)** ① When a student group or a student wishes to publish periodic or irregular publications such as newspapers or journals or distribute published publications, the student group or the student shall obtain the approval of the President.

② The publication and editing of publications shall be guided by an advisor appointed by the President.

③ Matters necessary for publication, editing and distribution of publications shall be determined separately by the President.

### **Section 3 Student Residence**

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**Article 95 (Operation of the Student Residence)** ① UNIST shall operate a student residence to provide a safe and comfortable living and study environment for students, and the students of each course may use the student residence as prescribed by the President.

② Matters necessary for the use, management and operation of the student residence shall be separately determined by the President.

#### **Section 4 International Students**

**Article 96 (Enrollment of International Students)** ① Each program may admit international students regardless of the student quota.

② Matters necessary for the entrance qualifications and admission of international students shall be determined separately by the President.

#### **Section 5 Open Lectures, Trainees and Auditors**

**Article 97 (Open Lecture)** UNIST may open an open lecture, and the details shall be determined separately by the President.

② During the vacation period, it is possible to open credit open lectures for students of other universities or graduates of other universities.

③ If the person who completed the credit open lecture enrolls in the master's program of UNIST, the credit earned and the grade may be recognized.

**Article 98 (Training Program)** ① UNIST may provide a non-degree program for the dissemination of science, technology and management through industry-academia cooperation as long as there is no interruption of the normal education.

② The duration of the training program shall not exceed 2 years.

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**Article 99 (Qualifications of Trainees)** A person who wishes to complete the training program shall be a graduate of a 4-year university or a person who is recognized as having equivalent qualifications and passed the screening.

**Article 100 (Auditors)** ① The President may authorize the audition of a subject for a person with certain qualifications.

② Matters necessary for the qualification, registration, certification, and auditing fees for the auditor shall be prescribed separately by the President.

### **Section 6 Amendment and Delegation of School Regulations**

**Article 101 (Amendment of School Regulations)** In order to amend these school regulations, the President shall make a public announcement after no less than 5 days' notice and after review by the Educational Affairs Committee and the resolution of the board of directors.

**Article 102 (Enforcement Regulations)** The details necessary for the enforcement of school regulations shall be prescribed separately by the President.

### **Addenda (09/25/2015)**

**Article 1 (Enforcement Date)** These School Regulations shall enter into force on September 28, 2015. However, in relation to Article 5 (Academic Organization), "Academic Organization Table 2" of [Attached Table] shall enter into force on March 1, 2016.

**Article 2 (Transitional Measures)** ① Students who have been enrolled, graduated, expelled or dismissed from Ulsan National Institute of Science and Technology prior to the enforcement of these school regulations shall be regarded as enrolled, graduated, expelled or dismissed students of UNIST.

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② What was implemented by the school regulations and the graduate school regulations of Ulsan National Institute of Science and Technology prior to the enforcement of these regulations shall continue to be effective.

### **Article 3 (Transitional Measures Pursuant to Changes in Academic Organizations)**

① Students enrolled in the “Department of Management” and the “Department of Finance / Accounting” of the graduate school that are abolished by the enforcement of these school regulations shall be regarded as the enrolled students of the "Department of Management Engineering" that the departments are integrated into.

② Students enrolled in the “Graduate School of Technology Management,” the special graduate school whose name is changed by the enforcement on March 1, 2016 shall be regarded as the enrolled students of the “Graduate School of Interdisciplinary Management.”

③ Students enrolled in the “Department of Human and Systems Engineering,” which is abolished as of March 1, 2016, in the graduate school shall be changed their affiliation as the enrolled students of the “Department of Human Factors Engineering” and “Department of System Design and Control Engineering” which will be newly separately and established, according to which they apply for.

④ Students enrolled in the “Department of Industrial Design” which is abolished as of March 1, 2016, in the graduate school shall be changed their affiliation as the enrolled students of the newly established “Graduate School of Creative Design Engineering” through a prescribed procedure.

⑤ Students enrolled in the “Entrepreneurship and Technological Commercialization Program” in the "Graduate School of Technology and Management" which is abolished as of March 1, 2016 shall be reorganized as the enrolled students of the newly established “Graduate School of Technology and Innovation Management” through a

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prescribed procedure.

**Article 4 (Transitional Measures for Retirement Age of Faculty Members)**

Notwithstanding Article 28 (Retirement Age of Faculty Members), the retirement age of a faculty member who has been approved for the extension of retirement age to 70 by Article 30 (Retirement Age) of the articles of the Bylaws of Ulsan National Institute Science and Technology prior to the enforcement of these regulations shall be the end of the semester in which the faculty member's 70th birthday falls.

**Article 5 (Transitional Measures for Change in the Class Days)** Article 30 (Number of Class Days) shall be applied from the first semester of the 2016 Academic year.

**Addenda (01/11/2016)**

**Article 1 (Enforcement Date)** These School Regulations shall enter into force from the date when President promulgates them with the approval of the Board of Directors.

**Article 2 (Transitional Measures for the Change of Completion Credits)** The amendments to Articles 77 and 78 of the school regulations shall be applied to freshman students from the 2016 academic year. Students enrolled before the 2015 academic year shall be subject to the previous school regulations.

**Addenda (08/05/2016)**

**Article 1 (Enforcement Date)** These School Regulations shall enter into force from the date when the President promulgates them with the approval of the Board of Directors. However, the "Academic Organization Table2" of [Attached Table] related to Article 2 shall enter into force on August 29, 2016.

**Article 2 (Transitional Measures Pursuant to the Change of the Academic Organization of General Graduate School)** ① In the reorganization of the "Department of Electrical and Computer Engineering" separated by enforcement on



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August 29, 2016, students majoring in electrical engineering shall be regarded as being enrolled in the “Department of Electrical Engineering” and students who major in computer science and engineering are regarded as being enrolled in the “Department of Computer Science and Engineering”.

② Among the students enrolled in the “School of Molecular Engineering” separated by enforcement on Aug. 29, 2016, students who major in chemical engineering shall be regarded as being enrolled in the “Department of Chemical Engineering,” and students who major in chemistry shall be regarded as being enrolled in the “Department of Chemistry.”

③ Students enrolled in the “Department of Physics and Applied Mathematics,” whose name is changed as of August 29, 2016, shall be regarded as being enrolled in the “Department of Physics.”

### **Addenda (03/30/2017)**

**Article 1 (Enforcement Date)** These School Regulations shall enter into force from the date when the President promulgates them with the approval of the Board of Directors. However, the table in Paragraph 1, Article 52 shall enter into force from the first semester of the 2018 academic year.

**Article 2 (Transitional Measures Pursuant to Changes in Academic Organizations)** Students enrolled in the “School of Mechanical and Nuclear Engineering,” the name which is changed, shall be regarded as being enrolled in the “School of Mechanical, Aerospace and Nuclear Engineering.” However, if a student who belongs to the “School of Mechanical, Aerospace and Nuclear Engineering” wishes to, that student may remain registered with the “School of Mechanical and Nuclear Engineering” and receive a degree accordingly.

**Article 3 (Amendment of Other Regulations)** In Article 63 of the Academic

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Regulations, the “School of Mechanical and Nuclear Engineering” shall be amended as the “School of Mechanical, Aerospace and Nuclear Engineering.”

**Addenda (09/05/2017)**

These School Regulations shall enter into force from the date when President promulgates them with the approval of the Board of Directors.

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[Attached Table]

**Academic Organization Table**

| Undergraduate   | Graduate                     |   |
|---|------------------------------|---|
| School of Mechanical, Aerospace and Nuclear Engineering<br>School of Urban and Environmental Engineering<br>School of Design and Human Engineering<br>School of Materials Science and Engineering<br>School of Energy and Chemical Engineering<br>School of Electrical and Computer Engineering<br>School of Life Sciences<br>School of Natural Science<br>School of Management Engineering<br>School of Business Administration<br>Division of General Studies | General Graduate School      | Department of Mechanical Engineering<br>Department of Nuclear Engineering<br>Department of Urban and Environmental Engineering<br>Department of Human Factors Engineering<br>Department of System Design and Control Engineering<br>Department of Materials Science and Engineering<br>Department of Energy Engineering<br>· Battery Science and Technology<br>Department of Chemical Engineering<br>Department of Electrical Engineering<br>Department of Computer Science and Engineering<br>Department of Biomedical Engineering<br>Department of Biological Sciences<br>Department of Chemistry<br>Department of Physics<br>Department of Mathematical Sciences<br>Department of Management Engineering |
|   | Professional Graduate School | Graduate School of Creative Design Engineering  |
|   |                              | Graduate School of Technology and Innovation Management   |
|   | Special Graduate School      | Graduate School of Interdisciplinary Management   |