

# Graduate Course Registration Guide

## **1. Course Registration Credits per Semester (Academic Curriculum Organization & Management Regulations Article 45)**

### **1) General Graduate School: within 10 credits**

However, if you are taking supplemental courses (such as undergraduate courses) and courses from your respective degree (including thesis research) together, you can take up to 12 credits. If you are only taking supplemental courses for your master's degree, you can apply for up to 21 credits. An exchange student invited from foreign universities according to 「Joint degree and Dual degree course Regulation between Pusan National University and Foreign University」 and students taking Urban Engineering doctorate course can apply for up to 12 credits.

### **2) Professional Graduate School**

- a. Graduate School of International Studies: master's and doctoral degrees, up to 15 credits.
- b. Graduate School of Medicine's Department of Medicine, Graduate School of Dentistry's Department of Dentistry, Graduate School of Korean Medicine's Department of Korean Medicine: up to 24 credits (However, for Graduate School of Medicine's, Graduate School of Dentistry's, Graduate School of Korean Medicine's re-enrollment student, total can be within 30 credits).
- c. Graduate School of Medicine's Department of Science of Medicine, Graduate School of Korean Medicine's Department of Korean Medicine: up to 10 credits.
- d. Graduate School of Law: master's degree up to 21 credits, doctoral degree up to 10 credits.

### **3) Specialized Graduate School**

- a. Students admitted after 2014: up to 6 credits

However, students applying for a degree without a thesis option can apply for up to 9 credits from the 4th semester (Graduate School of Education—up to 6 credits)

- b. Students admitted before 2013: up to 6 credits (Graduate School of Business up to 9 credits)

However, students applying for a degree without the thesis option can apply for up to 9 credits from the 4th semester, and if they are taking specialized research in the last semester of their degrees they can apply for up to 11 credits.

## 2. Course Completion Standard

### 1) General Selective Completion Standard (Academic Curriculum Organization & Management Regulation Article 39, Clause 2)

For General Graduate School, according to the academic curriculum of the relevant department, general elective courses can be taken up to 6 credits before completing coursework.

### 2) Graduate Completion Standard for Other Majors and other Departments' Courses (Academic Curriculum Organization & Management Regulation Article 39, Clause 4)

For General Graduate School, if you are taking a course from another major and other departments that is permitted beforehand by your academic advisor and the chair of your department, it can be counted as major credit within 1/2 of your total coursework credits.

※ You must get permission beforehand. Afterwards, it will not be counted.

### 3) Limitation of Completion (Academic Curriculum Organization & Management Regulation Article 44)

Courses you took during your master's degree cannot be taken again for your doctoral degree. If you do retake a course, it will not be counted.

– Please guide a student after checking he/she took the same course, and remind you not have a student get any disadvantages due to inattentive registration guide

※ After revision of the academic curriculum, a student cannot take a course that has a different name than in the previous academic curriculum but is considered to be the same course in the system.

### 4) Thesis Research (Academic Curriculum Organization & Management Regulation Article 48)

a. For thesis research, you can only apply for one course per semester.

b. Thesis research must be completed sequentially according to your degree's curriculum up through your final semester.

[Ex: Engineering/Natural Sciences—students in their 3<sup>rd</sup> or 4<sup>th</sup> semester of their master's degree (or beyond), or in their 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> semester of their doctoral degree. However, if the student is not qualified to apply, the thesis research course will be cancelled].

c. The thesis advisor will be in charge of thesis research. However, if the advising professor cannot take charge of the course due to excusable reasons, another professor from the major and/or the department can do so.

## 5) Supplemental Course Completion (Academic Curriculum Organization & Management Regulation Article 49)

- a. Students admitted to a lower degree or curriculum department or master's degree, doctoral degree, master·doctoral integrated degree department, or to a major department can take supplemental courses. (However, courses already taken among the lower degree's courses can be exempted.)
- b. Students who needs to take supplemental courses must consult with the chair of the department (major manager) and get approval from that department's chair, and in this case must complete the supplemental course as a priority course.
- c. If a student entered into a doctoral program that is a different major from his/her master's degree, he/she should take supplemental courses among those courses that are the basis for his/her major.
- d. Supplemental course grades must be above grade 'B' (GPA 3.0). However, the supplemental course grades for taking a teacher's license is excepted.
- e. Supplemental course credits will not be counted in the total credits acquired or for coursework credit, and the grade will not be part of the student's GPA.

## 6) International Student Korean Language Class Completion Recognition

It is mandatory for international students from the General Graduate School to take basic Korean language, intermediate Korean language, and/or advanced Korean language courses administered by the PNU International Language Institute.

(Courses will be graded as 'Satisfactory' or 'Unsatisfactory' (S/U) and will not be part of course completion credits.) However, according to the exemption test administered by PNU Language Education Institute students can be exempted from this requirement.

### Number of mandatory courses completed

- Natural Sciences/Engineering/Medicine/Arts·Sports: 1 course
- Humanities/Social Sciences: 2 courses

### Exemption Standard

- Test of Proficiency in Korean (TOPIK): Students scoring above Level 4 (5, 6) at the National Institute for International Education should submit certificates.

- Korean language learning with more than 800 hours of instruction.
- Course exemption test (PNU Language Education Institute)
- ※ Please contact the PNU Language Education Institute (☎ 510-3305) for further inquiries.

### 3. Credit Acquisition Recognition among Degrees (Article 54, Clause 4)

If you took more than the necessary coursework credits during your time in a master degree of general graduate or professional graduate program, credits that went over the limit can be recognized as doctoral degree credits if your advising professor and the chair of your department (from your major) requests approval from the Office of Academic Affairs.

### 4. Coursework Credit per Degree & Department

#### 1) 2006 Academic Curriculum Students (General Graduate School)

Departments and Degrees		Common Basic Courses			Major Courses	Thesis Research	Total Course Credits
		Leadership Skills	Professional Function	Primary Major	Elective Major		
Humanities /Social Sciences	Master	9 credits or more			12 credits or more	3 credits	24 credits or more
	Doctorate	9 credits or more			21 credits or more	6 credits	36 credits or more
	Master • Doctoral Integrated Course	18 credits or more			36 credits or more	6 credits	60 credits or more
Natural Sciences/ Engineering	Master	9 credits or more			9 credits or more	6 credits	24 credits or more
	Doctorate	9 credits or more			18 credits or more	9 credits	36 credits or more
	Master • Doctoral Integrated Course	18 credits or more			30 credits or more	12 credits	60 credits or more
Arts/ Sports	Master	9 credits or more			9 credits or more	6 credits	24 credits or more
	Doctorate	9 credits or more			18 credits or more	9 credits	36 credits or more
	Master • Doctoral Integrated Course	18 credits or more			30 credits or more	12 credits	60 credits or more
Dentistry/ Medicine	Master	9 credits or more			9 credits or more	6 credits	24 credits or more
	Doctorate/Medicine	9 credits or more			18 credits or more	9 credits	36 credits or more
	Doctorate/Dentistry	9 credits or more			21 credits or more	6 credits	36 credits or more
	Master • Doctoral Integrated Course	18 credits or more			30 credits or more	12 credits	60 credits or more

## 2) 2010 Academic Curriculum Students (General Graduate School)

Departments and Degrees		Primary Major Credits	Elective Major Credits	General Electives	Thesis Research	Course Credits
Humanities /Social Sciences	Master	6 credits or more	15 credits or more		3 credits	24 credits or more
	Doctorate	6 credits or more	24 credits or more		6 credits	36 credits or more
	Master • Doctoral Integrated Course	15 credits or more	39 credits or more		6 credits	60 credits or more
Natural Sciences/ Engineering	Master	6 credits or more	12 credits or more		6 credits	24 credits or more
	Doctorate	6 credits or more	21 credits or more		9 credits	36 credits or more
	Master • Doctoral Integrated Course	15 credits or more	33 credits or more		12 credits	60 credits or more
Arts/ Sports	Master	6 credits or more	12 credits or more		6 credits	24 credits or more
	Doctorate	6 credits or more	21 credits or more		9 credits	36 credits or more
	Master • Doctoral Integrated Course	15 credits or more	33 credits or more		12 credits	60 credits or more
Dentistry/ Medicine/ Korean Medicine	Master	6 credits or more	12 credits or more		6 credits	24 credits or more
	Doctorate/Medicine/ Korean Medicine	6 credits or more	21 credits or more		9 credits	36 credits or more
	Doctorate/Dentistry	6 credits or more	24 credits or more		6 credits	36 credits or more
	Master • Doctoral Integrated Course	15 credits or more	33 credits or more		12 credits	60 credits or more

## 3) 2014 Academic Curriculum Students (General Graduate School)

Departments and Degrees		Major	General Electives	Thesis Research	Course Credits
Humanities/ Social Sciences	Master	21 credits or more		3 credits	24 credits or more
	Doctorate	30 credits or more		6 credits	36 credits or more
	Master • Doctoral Integrated Course	54 credits or more		6 credits	60 credits or more
Natural Sciences/ Engineering	Master	18 credits or more		6 credits	24 credits or more
	Doctorate	27 credits or more		9 credits	36 credits or more
	Master • Doctoral Integrated Course	48 credits or more		12 credits	60 credits or more
Arts/ Sports	Master	18 credits or more		6 credits	24 credits or more
	Doctorate	27 credits or more		9 credits	36 credits or more
	Master • Doctoral Integrated Course	48 credits or more		12 credits	60 credits or more
Dentistry/ Medicine/ Korean Medicine	Master	18 credits or more		6 credits	24 credits or more
	Doctorate/Medicine/ Korean Medicine	27 credits or more		9 credits	36 credits or more
	Doctorate/Dentistry	30 credits or more		6 credits	36 credits or more
	Master • Doctoral Integrated Course	48 credits or more		12 credits	60 credits or more

- Detailed course completion requirements will be determined according to each department or major's academic curriculum (for all departments), for coursework for the 'Arts Cultural Media Cooperative Process' and for the Department of Art, Culture & Image, credits are the same as for departments of the humanities and social sciences.
  - General elective courses can be recognized up to a maximum of 6 credits and can be composed of professional training and multidisciplinary courses.
- 5. Specialized Graduate School and Professional Graduate School students should register for courses after consulting the relevant department administration offices listed below.**
- Business Graduate School: ☎510-1652
  - Economics & International Trade: ☎510-3522
  - Education Graduate School: ☎510-1382~3
  - Life Resources/Life Sciences: ☎510-1391~2
  - Administration Graduate School: ☎510-1372~3
  - Technology Entrepreneurship Graduate School: ☎510-1369
  - Graduate School of International Studies: ☎510-1663
  - Graduate School of Law: ☎510-1574~5
  - General Graduate School of Medicine (Ami Campus): ☎240-7704
  - Graduate School of Medicine, Department of Medicine (Ami Campus): ☎240-7705
  - Graduate School of Medicine, Department of Science of Medicine: ☎510-8006~7
  - Graduate School of Dentistry, Department of Dentistry (Yangsan Campus): ☎510-8206~7
  - Graduate School of Korean Medicine (Yangsan Campus): ☎510-8403~5
  - Graduate School Administration Office (General Graduate School, general electives): ☎510-1901
  - Industry-Academic Cooperation R&D Future Strategy Research Support Office (General Graduate School of Research Ethics & Research Management): ☎510-1377
  - Bioethics Committee (Bioethics): ☎510-3677

## **6. Notes on Course Registration**

- a. Students must register for the thesis research in classes offered by their advising professor; however, if the advising professor cannot do the class due to excusable reasons, you can register for a class with another professor from your major.
- b. Students designated as taking supplemental courses (registered in the web

system as supplemental course takers) can register for supplemental courses on the course registration website.

- c. You must enter the exact course number, class number, and these must match exactly with the course name.
- d. **You must do course registration yourself and take full responsibility for the registered course results.**
- e. Under the current academic curriculum, the course on research ethics is organized thus:
  - **Course Name: Research Ethics and Research Management**
  - Eligibility: General Graduate School master · doctoral students and thesis research students must take this course.
  - Offered/Hours: 1/2 semesters, Total of 8 hours
  - Assessment: Satisfactory/Unsatisfactory, no credits but the course is required to qualify for graduation.
  - Department: Future Strategy Research Support R&D Office (☎ 510-1377)
    - ※ ‘Research Ethics and Research Management’ includes special sessions and online lectures
      - ▷ Special session (3 hours): one class is required
      - ▷ Online: Students can watch a lecture at the Pusan National University PLMS (Online Lecture Management System)
- f. Under the current academic curriculum, the course on life ethics is organized thus:
  - **Course Name: Life Ethics**
  - Eligibility: General Graduate School · Professional Graduate School · Specialized Graduate School, every master · doctoral degree student who will carry out research on humans or living organisms (However, students who took the course for their master’s degree can be exempted from taking it for their doctoral degree).
  - Offered/Hours: 1/2 semesters, Total of 8 hours
  - Assessment: Satisfactory/Unsatisfactory, no credits
  - Department: Bioethics Committee (Bioethics) ☎ 510 - 3677