

## Course Registration for Graduate Program, Spring Semester, 2022

### 1. Course Registration

- 1) Course registration period: Feb. 15<sup>th</sup> (Tue) 10:00 ~ Feb. 17<sup>th</sup> (Thu) 17:00
  - 2) How to register: visiting the website, [www.yu.ac.kr](http://www.yu.ac.kr)
  - 3) Course registration correction (drop & add) period: Mar. 7<sup>th</sup> (Mon) 09:00 ~ Mar. 8<sup>th</sup> (Tue) 17:00
- ※ Only for freshmen: Feb. 24<sup>th</sup> (Thu) 10:00 ~ Mar. 2<sup>nd</sup> (Wed) 17:00

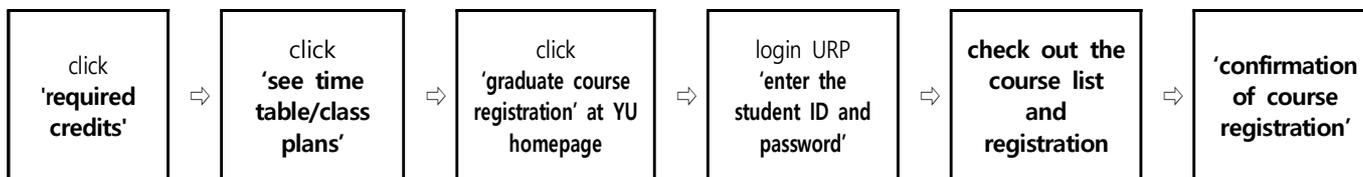
### 2. Required credits to complete coursework

course		required credits		
		basic, major and elective course credits	research credits	research ethics credit
Master	up to freshmen of 2013	more than 24 credits ※ including at least 3 basic common course credits and 6 major course credits	6 credits ※ application available from the 2 <sup>nd</sup> semester ※ application available from the 1 <sup>st</sup> semester for 'combined BA/MA degree program' students and 'BA/MA mutual credit accreditation program' students	N/A
	from freshmen of 2014	more than 24 credits ※ including at least 3 basic common course credits and 6 major course credits	6 credits ※ application available from the 2 <sup>nd</sup> semester ※ application available from the 1 <sup>st</sup> semester for 'combined BA/MA degree program' students and 'BA/MA mutual credit accreditation program' students	1 credit ※ 1 credit within 4 semesters
Doctor	up to freshmen of 2103	more than 36 credits ※ including at least 3 basic common course credits and 12 major course credits	8 credits ※ application available from the 1 <sup>st</sup> semester	N/A
	from freshmen of 2014	more than 36 credits ※ including at least 3 basic common course credits and 12 major course credits	8 credits ※ application available from the 1 <sup>st</sup> semester	1 credit ※ 1 credit within 4 semesters
Combined MA/MS & Ph.D.	freshmen before 2009	more than 60 credits ※ including at least 6 basic common course credits and 18 major course credits	12 credits ※ application available from the 2 <sup>nd</sup> semester	N/A
	freshmen from 2010 to 2012	more than 54 credits ※ including at least 6 basic common course credits and 18 major course credits	12 credits ※ application available from the 2 <sup>nd</sup> semester	N/A
	freshmen of 2014	more than 54 credits ※ including at least 6 basic common course credits and 18 major course credits	10 credits ※ application available from the 2 <sup>nd</sup> semester	N/A
	from freshmen of 2014	more than 54 credits ※ including at least 6 basic common course credits and 18 major course credits	10 credits ※ application available from the 2 <sup>nd</sup> semester	※ 1 credit within 6 semesters

### 3. Maximum credits for course registration/semester

course	credit				
	basic, major and elective course credits	research credits	departmental seminar credit	research ethics credit	supplementary subject (Those whose major is not the same with previous BA major)
Master	9 credits ⊗ including undergraduate of YU and credits from master's program of affiliated universities	2 credits ⊗ application available from the 2 <sup>nd</sup> semester ⊗ application available from the 1 <sup>st</sup> semester for 'combined BA/MA program and BA/MA mutual credit accreditation program students	1 credit	1 credit ⊗ 1 credit within 4 semesters	9 credits ⊗ registration available up to 15 credits including 'basic, major and elective course'
Doctor	9 credits ⊗ additional registration for 3 credits is available in the 4 <sup>th</sup> semester including credits from master's program of affiliated universities	2 credits ⊗ application available from the 1 <sup>st</sup> semester	1 credit	1 credit ⊗ 1 credit within 4 semesters	9 credits ⊗ registration available up to 15 credits including 'basic, major and elective course'
Combined MA/MS & PhD	9 credits ⊗ additional registration for 3 credits is available in the 6 <sup>th</sup> semester including credits from master's program of affiliated universities	2 credits ⊗ application available from the 2 <sup>nd</sup> semester	1 credit	1 credit ⊗ 1 credit within 6 semesters	9 credits ⊗ registration available up to 15 credits including 'basic, major and elective course'

### 4. Course registration procedure



⊗ Students of Master's program who finished 3 semesters must click 'how to obtain degree' in the option of 'thesis' or 'non-thesis' before the 4<sup>th</sup> semester course registration.  
*(refer to attachment of #3 & #4 below)*

1) Check 'required credits (courses)'

- How to check: ① Click 'registry management' -> ② Click 'school register query/edit' -> ③ Click 'matters on grades' - ④ Check 'completion category' and 'credits'

The screenshot shows the 'Yeungnam University URP Student Information System' interface. On the left, the 'Menu Information' sidebar has 'Registry management' and 'School register query/edit' highlighted with red boxes and numbered 1 and 2. The main content area shows a 'School register' form with fields for Student ID No., Name, English name, DOB, Gender, Course, Graduate School, Department, Major, School registry status, Schedule status, Researcher year and semester, Year, Final change, New admission, Final change date, Registered times, and Admissions category. Below this, the 'Matters on grades' section is highlighted with a red box and numbered 3. It contains a table of 'Accumulated grade records' with columns for Year, Semester, Subject code, Research, Supplem, Score total, GPA, Total score, and Average to. A sub-table below it shows 'Completion category' and 'Credits' for each record, with this sub-table highlighted by a red box and numbered 4. The sub-table data is as follows:

Completion category	Credits
Core	6
Major	9
Elective	9
Research	6

2) Query time table and class plans

- How to check: ① Click 'class management' -> ② Click 'see time table/class plans' -> ③ Check 'year/semester/graduate school/undergraduate/major' -> ④ Query

The screenshot shows the 'Yeungnam University URP Student Information System' interface. On the left, the 'Menu Information' sidebar has 'Class management' and 'See time table/class plans' highlighted with red boxes and numbered 1 and 2. The main content area shows a 'See time table/class plans' form with dropdown menus for Year, Semester, Graduate school, Undergraduate (department), DEPARTMENT, and Major, all highlighted with a red box and numbered 3. Below this, the 'Class plans' section is highlighted with a red box and numbered 4. It contains a table with columns for Year, Semes, Course no, Completion, Subject name, Cred, Professor, Lecture time, Classroom, Opening departm, and Remarks. The table data is as follows:

Year	Semes	Course no	Completion	Subject name	Cred	Professor	Lecture time	Classroom	Opening departm	Remarks
2014	2	0001	Mandato...	RESEARCH ETHICS	1	김상섭			GRADUATE S...	인터넷강의(인문,...
2014	2	0002	Mandato...	RESEARCH ETHICS	1	송동주			GRADUATE S...	인터넷강의(이공,...
2014	2	0003	Core	READING OF KOREAN LITERATU...	3	노상래	화09:30-12:20	B03-312	DEPARTMENT...	
2014	2	0004	Research	RESEARCH FOR PH.D. DEGREE I	2				DEPARTMENT...	
2014	2	0005	Research	RESEARCH FOR PH.D. DEGREE II	2				DEPARTMENT...	
2014	2	0006	Research	RESEARCH FOR PH.D. DEGREE III	2				DEPARTMENT...	
2014	2	0007	Research	RESEARCH FOR PH.D. DEGREE IV	2				DEPARTMENT...	
2014	2	0008	Research	RESEARCH FOR THE MASTER'S...	2				DEPARTMENT...	
2014	2	0009	Research	RESEARCH FOR THE MASTER'S...	2				DEPARTMENT...	
2014	2	0010	Research	RESEARCH FOR THE MASTER'S...	2				DEPARTMENT...	
2014	2	0011	Major	STUDIES IN KOREAN SYNTAX	3	최동주	월14:00-16:50	B03-312	KOREAN LAN...	
2014	2	0012	Major	STUDIES IN SINO-KOREAN PHON...	3	김세환	수10:00-12:50	B03-558	KOREAN LAN...	
2014	2	0013	Major	STUDIES IN THE HISTORICAL CO...	3	이정화	금09:00-11:50	B03-152	KOREAN LAN...	
2014	2	0014	Major	STUDIES IN COMPARATIVE LITE...	3	조보라미	수10:00-12:50	B03-152	KOREAN LITE...	
2014	2	0015	Major	STUDIES IN SIJO	3	김정화	금10:00-12:50	B03-151	KOREAN LITE...	
2014	2	0016	Major	RESEARCH ON KOREAN POPULA...	3	이동순		B03-312	KOREAN LITE...	

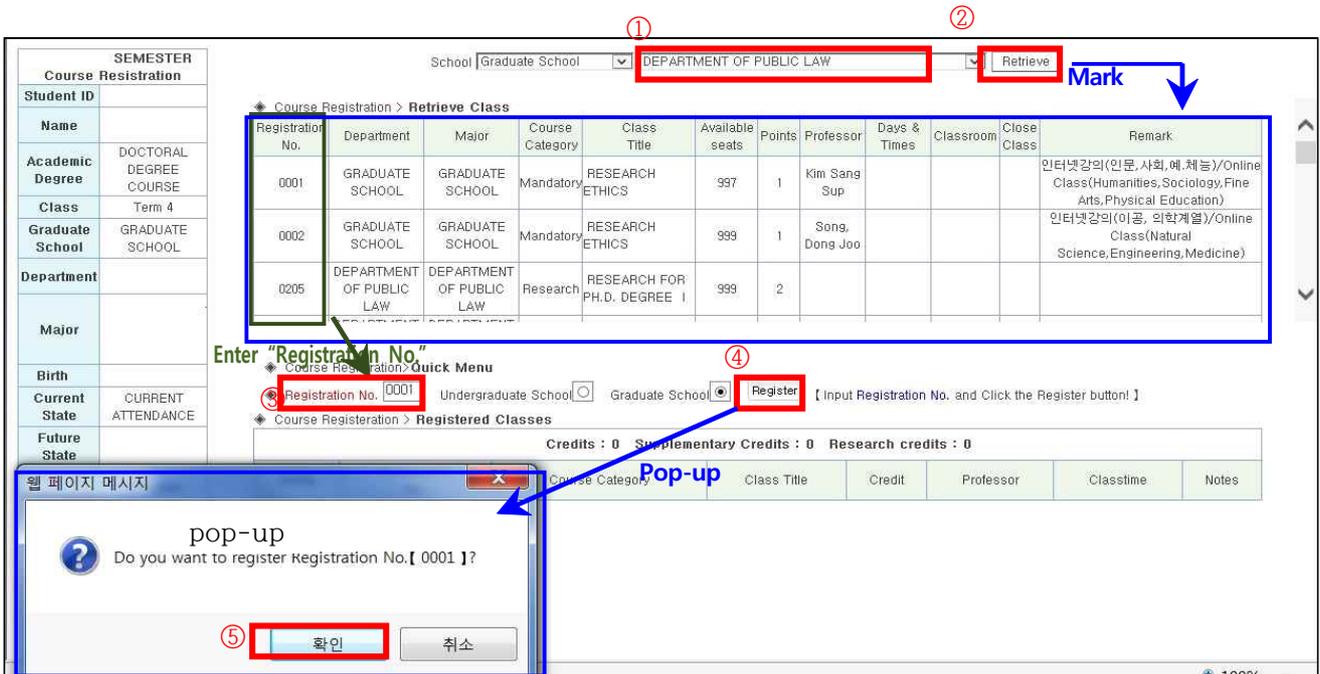
3) How to login

- How to login: ① Browse through the YU portal service (http://www.yu.ac.kr) -> ② Click '대학원 수강신청(Graduate course registration)' - ③ Enter the student ID and password/select language -> ④ Click on '로그인 (Login)'



4) Course registration

- How to register: ① Select the 'school' -> ② Click on 'retrieve' -> ③ Enter 'registration No.' -> ④ Click on 'Register' -> ⑤ Click on '확인(Confirm)'



- When you register courses, you have to confirm "Course Category" to identify required credits until completion.
- Course Category

<b>core</b>	basic subjects related to the major
<b>major</b>	general, seminar, Individual research subject in the major
<b>elective</b>	subjects in other departments
<b>supplementary</b>	students with different majors in their undergraduates or master's courses need to take supplementary classes.
<b>research</b>	Master/Doctor/Combined Courses (MA/MS & PhD)
<b>research ethics</b>	compulsory for students admitted since 2014 & elective for students admitted before 2014
<b>non-thesis project</b>	compulsory for those who seeks for non-thesis Master's degree

- Confirmation of class registration

After you have finished course registration, check out the details of yours by clicking on "registered classes".  
 After application, go to "student URP -> registry management -> school register query/edit -> course registration" or "student URP -> class management -> course registration -> registered classes"

◆ Course Registration > Quick Menu  
 ◆ Registration No.  Undergraduate School  Graduate School  Register [ Input Registration No. and Click the Register button! ]

◆ Course Registration > Registered Classes  
 Credits : 1 Supplementary Credits : 0 Research credits : 0

Delete	Registration No.	Course Category	Class Title	Credit	Professor	Classtime	Notes
<a href="#">Delete</a>	0001	Elective	RESEARCH ETHICS	1	Kim Sang Sup		

### 5) Deletion of courses

- ① Click on 'Delete' -> ② Click on '확인(Confirm)'

2014 - 2ND SEMESTER Course Registration

School Graduate School DEPARTMENT OF PUBLIC LAW Retrieve

◆ Course Registration > Retrieve Class

Registration No.	Department	Major	Course Category	Class Title	Available seats	Points	Professor	Days & Times	Classroom	Close Class	Remark
0001	GRADUATE SCHOOL	GRADUATE SCHOOL	Mandatory	RESEARCH ETHICS	997	1	Kim Sang Sup				인터넷강의(인문,사회,예.체능)/Online Class(Humanities,Sociology,Fine Arts,Physical Education)
0002	GRADUATE SCHOOL	GRADUATE SCHOOL	Mandatory	RESEARCH ETHICS	999	1	Song, Dong Joo				인터넷강의(이공, 의학계열)/Online Class(Natural Science,Engineering,Medicine)
0205	DEPARTMENT OF PUBLIC LAW	DEPARTMENT OF PUBLIC LAW	Research	RESEARCH FOR PH.D. DEGREE I		2					

◆ Course Registration > Quick Menu  
 ◆ Registration No.  Undergraduate School  Graduate School  Register [ Input Registration No. and Click the Register button! ]

◆ Course Registration > Registered Classes  
 Credits : 1 Supplementary Credits : 0 Research credits : 0

Delete	Registration No.	Course Category	Class Title	Credit
<a href="#">Delete</a>	0001	Elective	RESEARCH ETHICS	1

① Delete

Pop-up

웹 페이지 메시지

Do you want to delete [ 0001 ]?

② 확인 취소

## 5. Checklist for Course Registration

- 1) You need to consult with your academic advisor or the head professor of the department before taking courses.
- 2) Doctoral student who has obtain the Master's degree of Yeungnam University (YU) should not register for the same courses taken in his or her master's program.
- 3) Students who need to take supplementary classes must submit "Transfer Credits/Supplementary Courses for Degree Completion" before registering for the classes.
- 4) Students need to submit "Change of Supplementary Courses to be Taken" when changing supplementary classes due to a class schedule overlapping and non-opening of classes.
- 5) If less than 2 students in a new class, the class (except 'Individual research course') will be closed. Make sure to check the list of closed classes when you are trying to change class schedule during correction (drop & add) period.

## 6. Other Information

- 1) 'Research Ethics' is an online course.
  - \* How to take course: login YU homepage -> click on '인터넷강의 (Internet class)' in the lower right -> hand -> click on 'My page' -> click on '강의실입장 (enter the classroom)' in the lower right -> hand -> click on "나의강의실 – 강의수강 (My classroom-Taking class)" in the upper left
  - \* Grades are specified as either P (pass) or NP (non-pass), and absence of 25% (1/4) off the scheduled classes will result in Fail.
  - \* In regard to scholarship for international students and other scholarship programs, refer to Graduate School Homepage -> Support -> Information on scholarship

## 7. Application for credit exchange courses of the graduate school

### 1) Application for credit exchange

- Credit exchange agreements with 16 institutions  
Kyungpook National University, Gyeongsang National University, Daegu University, Keimyung University, Gyeongju University, Chosun University, Dong-A University, Wonkwang University, Kumoh National Institute of Technology, Andong National University, Catholic University of Daegu, Sookmyung Women's University, KAIST, University of Science Technology, Jeju National University, Pusan National University
- How to apply: check out the classes and universities above. Then fill out "[Application for Credit Exchange Courses of the Graduate School](#)", and get a signature from your advisor or the head professor, and submit the form to the graduate school administration office
- Credit Acceptance Policies

Master	Up to 12 credits total (over 9 credits including 'Basic, major and elective credits' is not applicable)
Doctor	Up to 18 credits total (over 9 credits including 'Basic, major and elective credits' is not applicable)
Joint MA/MS/PhD	Up to 24 credits total (over 9 credits including 'Basic, major and elective credits' is not applicable)

2) Permission for undergraduate course register

- How to apply : "Student URP -> Class management -> 학부시간표조회 (Check undergraduate schedule)". Then fill out "Permission for Undergraduate Course Register", and get a signature from your advisor or the head professor, and submit the form to the graduate school office.
- application is available for Master's degree only. (up to 6 credits)

3) Course structure change of another major of another department in the Graduate School

- How to register: "Student URP - Class management - See time table/class plants"  
Fill in the form "Course Structure Change of another major of the another Department in the Graduate School" and get a signature from your advisor or the head professor, and submit the form to graduate school office.

4) When enrolled courses of another major in the same department, or another department are same as or similar to major courses of affiliated major, enrolled credits can be transferred as major credits.

- ※ If you take courses of another major in the same department or another department, these courses are completed as "elective" courses.  
If you want to transfer "credits of elective courses" as "major credits", you should submit "Course Structure Change of another major of the another Department in the Graduate School" to the graduate school office.

5) Master student and Joint MA/MS/Ph.D student within 4 semesters can take courses opened by another graduate school at YU within 12 credits. When such enrolled courses are same as or similar to major courses of affiliated major, they can be transferred as major credits.

- ※ If you take courses of another major in another graduate school at YU, these courses are completed "elective" courses, and if you want to transfer "credits of elective courses" as "major credits", you should submit "Course Structure Change of another major of the another Department in the Graduate School" to the graduate school office.

8. Check 'Required Credits for Graduation

- How to confirm: click ① Graduation management -> ② 이수내역조회 -> ③ 이수내역 판정 확인

**이수내역**

학점사항	구분	등록횟수	이수학점				연구학점	연구용리	보충과목	동점평균	자격시험			
			계	기초	전공	선택					외국어시험	총시공통	총시전공	
기초학점		4	24	3	6	0	6	1	12					
취득학점		1	9	3	6	0	0	0	6	4				
수강학점			0	0	0	0	0	0	0					
	3	판정	-3	-15	OK	OK	OK	-6	-1	-6	OK	No Pass	No Pass	No Pass

※ 판정: "-학점"은 수료 기준학점이 부족하여 재학 중 취득해야 할 학점입니다.  
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