

Statutes of the Graduate Institute of Ferrous Technology

Established Sep. 1, 2005
 Amended Mar. 1, 2009
 Amended Jun. 1, 2012
 Amended Nov. 16, 2012
 Amended Mar. 1, 2014
 Amended Oct. 26, 2017

Chapter 1 General Provisions

Article 1 (Purpose) The Graduate Institute of Ferrous Technology of Pohang University of Science and Technology (hereinafter referred to as “GIFT”) aims to nurture science and engineering talents with creativity and expertise by teaching and researching in-depth theories and a wide range of applications in ferrous science and technology and to contribute to the ferrous industry, the nation, and humanity by advancing science and technology.

Article 2 (Programs) GIFT offers master's degree programs (hereinafter referred to as “Master’s Program”), doctoral degree programs (hereinafter referred to as “Doctoral Program”), and programs combining Master’s and Doctoral Programs (hereinafter referred to as “MS/PhD Integrated Program”).

Article 3 (Degree Conferment) ① Details concerning the conferment of master’s and doctoral degrees shall be stipulated separately. However, a master’s degree may be awarded to a student in an MS/PhD Integrated Program if he/she satisfies all the requirements for a master’s degree.

② The degrees specified in Clause 1 may be further categorized into a professional degree and an academic degree. Details shall be stipulated separately.

Article 4 (Department and Admission Capacity) ① GIFT shall have Ferrous Technology and shall operate Plant Engineering as a concentration. (Amended October 26, 2017)

② The admission capacity of each degree program shall be determined by the Ministry of Education. (Amended October 26, 2017)

Chapter 2 Admissions, Transfers and Readmissions

Article 5 (Time of Matriculation) Matriculation to GIFT shall take place within 30 days from the first day of a semester.

Article 6 (Eligibility) ① An applicant for a Master’s or MS/PhD Integrated Program at GIFT must have a bachelor’s degree or its equivalent.

② An applicant for a Doctoral Program at GIFT must have a master’s degree or its equivalent.

Article 7 (Application Process) ① An applicant for each degree program at GIFT shall submit the following documents and follow the prescribed admission review process.

1. Master’s or MS/PhD Integrated Programs

- Application form, certificate of graduation or certificate of expected graduation (undergraduate), official academic transcript(s) for all undergraduate years, list of research achievements, and research plans.

2. Doctoral Programs

- Application form, certificate of master’s degree or certificate of expected master’s degree, official academic transcripts (both undergraduate and graduate), and a copy of master’s thesis.

② If a student currently enrolled in the Master’s Program at GIFT wishes to apply for an MS/PhD Integrated Program, he/she must submit a prescribed application form to the Dean of GIFT.

Article 8 (Admission Review Process) ① Admissions to GIFT shall be based on the following criteria. However, the President of the University may waive part of the process or use a different method.

1. Review of documents on the academic background and achievements of an applicant.

2. English proficiency test (for applicants from non-English speaking countries).
3. Oral examination on an applicant's major field of study (For an international student, this may be replaced by two or more letters of recommendation from professors of the university from which he/she graduated.)
 - ② Details concerning the admission of a current Master's Program student at GIFT to an MS/PhD Integrated Program shall be stipulated separately.

Article 9 (Enrollment Process) Admitted students must submit all required documents within a designated period.

Article 10 (Inter-University Transfer) ① A student who wishes to transfer to GIFT because his/her advisor is moving from another university to GIFT may do so subject to approval by the President of the University following deliberations by the GIFT Committee (hereinafter referred to as "Committee"). The transfer shall be subject to the admission capacity of the given year.

② The provisions in Article 13, Clause 2 shall apply *mutatis mutandis* to academic affairs regarding an inter-university transfer student, including the credits earned at previous schools by the student, minimum time required to graduate, and enrollment time limit.

③ (Deleted)

Article 11 (Readmissions) ① If a person who has voluntarily withdrawn or has been dismissed from the University applies for readmission, the President of the University may grant readmission to the applicant within the admission capacity of the year, following deliberations by the Committee. However, the following persons shall not be readmitted to GIFT:

1. A person who has exceeded the enrollment time limit as specified in Article 15, Clause 3 of these Statutes.
2. A person who has been dismissed from the University for disciplinary reasons as provided for in Article 15, Clause 4 of these Statutes.

② If an applicant is granted readmission, credits he/she earned in the past shall be reappraised.

Chapter 3 Enrollment and Change of Academic Status

Article 12 (Enrollment) Students must enroll and complete the course registration within the designated period of each semester.

Article 13 (Transfer) ① A student who wishes to transfer from a graduate school of the University to GIFT, or to change his/her major within GIFT may do so subject to approval by the President of the University following deliberations by each Graduate Studies Committee. (Amended October 26, 2017)

② Notwithstanding these Statutes, academic affairs regarding a student who earned transfer approval, including credits earned from the original department, minimum time required to graduate, and enrollment time limit, shall be determined and implemented with the approval of the President of the University following reassessment by the Committee. (Amended October 26, 2017)

③ (Deleted)

④ When a student in an MS/PhD Integrated Program of the General Graduate School transfers to GIFT, he/she may transfer to the Doctoral Program of GIFT if he/she has met all of the following requirements (Established November 16, 2012):

1. The student has been enrolled for three semesters or more.
2. The student has met course credit requirements for the completion of Master's Program.
3. The student has maintained a cumulative GPA of 3.0 or higher.
4. The student has passed the doctoral qualifying examination.

⑤ The result of the doctoral qualifying examination taken by a student while enrolled in an MS/PhD Integrated Program shall be recognized subject to deliberations by the Committee. (Established November 16, 2012)

Article 14 (Leave of Absence) ① A student who will be absent from classes for one-fourth or more of the total days of instruction in a semester due to illness or other unavoidable circumstances may submit an application for leave of absence and take a leave of absence upon approval by the President of the University.

② Each leave of absence shall not exceed two consecutive semesters. The combined length of leave a

student may take during his/her course of study shall not exceed three semesters for a Master's Program and four semesters for a Doctoral Program. However, the period of leave for the compulsory military service shall not be counted when calculating the combined length of leave.

Article 15 (Returning from a Leave of Absence) ① If a student's leave of absence has expired or the reason for the leave has become no longer valid, the student shall submit a Request to Return from Leave of Absence during the enrollment period of the returning semester and obtain approval from the President of the University.

② Return from military leave shall only be allowed within one year from a student's discharge; if the date of discharge falls within the first one-fourth of the total days of instruction, the student may be allowed to enroll for the semester, notwithstanding Clause 1.

Article 16 (Voluntary Withdrawal) Any student wishing to voluntarily withdraw from the University shall submit an application for withdrawal co-signed by his/her guarantor and obtain approval from the President of the University.

Article 17 (Dismissal from the University) A student in any of the following categories shall be dismissed from the University by the President of the University following deliberations by the Committee, and the student and his/her parent(s) shall be notified accordingly:

1. A person who fails to return to school in the semester following the end of his/her leave of absence.
2. A person who fails to enroll within the designated enrollment period for each semester.
3. A person who fails to earn his/her degree within the enrollment time limit for degree completion.
4. A person who has been dismissed from the University as a result of a disciplinary decision by the Committee.

Article 18 (Appeals) A student who has been notified of his/her dismissal in accordance with Article 15 may appeal the dismissal to the President of the University within two weeks of receiving the notice.

Chapter 4 Classes and Credits

Article 19 (Days of Instruction) The total days of instruction in an academic year shall be a minimum of 30 weeks (a minimum of 15 weeks for each semester).

Article 20 (Curriculum) Matters concerning the planning and operation of the academic curriculum to be followed by students shall be determined separately by the President of the University.

Article 21 (Minimum Time Required to Graduate and Enrollment Time Limit) ① The minimum time required to complete the Master's or Doctoral Program at GIFT shall be two years each. The minimum time required to complete the MS/PhD Integrated Program shall be four years. However, for a student who satisfies the degree requirements early with accelerated coursework, credit carry-over from another degree program, recognition of credits earned at Pohang University of Science and Technology (hereinafter referred to as "University") and other graduate institutions, and/or an outstanding thesis, the required time may be reduced by one year for the MS/PhD Integrated Program and by six months for the Master's or Doctoral Program.

② The enrollment time limit in GIFT shall be three years for the Master's Program, six years for the Doctoral Program, and seven years for the MS/PhD Integrated Program.

③ If a student enrolled in the Master's Program at GIFT is admitted to the MS/PhD Integrated Program, the time he/she spent in the Master's Program shall count towards the minimum time required to graduate and the enrollment time limit for the MS/PhD Integrated Program.

④ The period of leave of absence in each program shall not count towards the enrollment time limit.

⑤ If the enrollment time limit needs to be extended for unavoidable reasons, the President of the University may grant an extension of one year up to two times following deliberations by the Committee.

Article 22 (Full-time Enrollment) A Master's Program student must enroll full-time for a minimum of two semesters. A Doctoral Program student must enroll full-time for a minimum of four semesters. However, exceptions may be allowed subject to approval by the Dean of GIFT.

Article 23 (Completion of Coursework) ① A student may be granted the Completion of Coursework status in special cases provided that the student has earned the credits required for the Completion of Coursework as provided for in Article 22 of these Statutes, maintained a GPA of B0 (3.0) or higher, and was enrolled in the

Doctoral Program for a minimum of four semesters.

② A research student who has been granted the Completion of Coursework status as provided for in Clause 1 and engages in research required for a degree may be granted the same rights and obligations as a student.

Article 24 (Credits Required for the Completion of Coursework) ① The minimum credits required for the Completion of Coursework shall be 28 for the Master's Program, 32 for the Doctoral Program, and 60 for the MS/PhD Integrated Program.

② The minimum course credits required shall be 18 for the Master's Program, 12 for the Doctoral Program, and 30 for the MS/PhD Integrated Program.

Article 25 (Course Credits and Research Credits) ① Course credits refer to the credits earned by taking courses in the curriculum separately established by GIFT. The number of undergraduate course credits that could be recognized shall be limited to six credits from 400-level courses.

② Research credits refer to the credits earned through research activities such as thesis research, seminars, and experiments.

Article 26 (Credits per Semester) A graduate student at GIFT may earn 3 to 18 credits each semester including research credits.

Article 27 (Credit Units) For course credits, one credit unit shall represent a minimum of 15 class hours in one semester. However, a separately determined criterion shall be applied to research credits earned through activities such as thesis research, seminars, and experiments.

Article 28 (Credits from Other Programs) ① If an undergraduate student of the University earns credits from a course offered in GIFT, the credits may be recognized later as credits for the Master's or MS/PhD Integrated Program.

② Credits earned by a Master's Program student at GIFT by taking a course offered in the Doctoral Program may be recognized later as credits for the Doctoral Program.

③ For the application of Clauses 1 and 2, only the credits earned in excess of the requirements for graduation or the Completion of Coursework status shall be used; such credits shall be approved by the President of the University through a prescribed evaluation process. Details concerning the matter shall be stipulated separately.

Article 29 (Credits Earned in a General Graduate School of the University) A student of GIFT may earn up to six credits per semester by completing courses offered in a (General) Graduate School of the University (hereinafter referred to as "General Graduate School") upon approval by his/her academic advisor and the Dean of GIFT.

Article 30 (Grading) ① Courses with coursework credits shall be evaluated based on examination results, assignments, attendance, etc. Letter grades and corresponding points are as follows:

Grade	A+	A0	A-	B+	B0	B-	C+	C0	C-	D+	D0	D-	F
Point	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

② Courses with research credits shall be graded with "S" (Satisfactory) or "U" (Unsatisfactory).

③ If a student cannot submit all the work required for evaluation, a grade of "I" (incomplete) may be given provisionally.

Article 31 (Credit Recognition and Grade Point Average Calculation) ① Only the credits from courses with a grade of D- or higher or S shall be recognized as credits earned.

② The grade of S shall not be included in the calculation of a grade point average.

Article 32 (Change in Course Registration) A student may change his/her course registration during the designated period with approval from his/her academic advisor and the Dean of GIFT.

Article 33 (Course Withdrawal) A student may withdraw from a course between the fourth and the ninth week of instruction each semester, with approval from the course instructor, his/her academic adviser, and the Dean of GIFT. The student shall receive a grade of "W" for the course. Discontinuing a course within the first three weeks of instruction shall be regarded as a drop.

Article 34 (Make-up Examination) ① A student who is unable to take an examination due to illness or other unavoidable reasons must submit a request for make-up examination with approval from the course instructor

and his/her academic adviser.

② A make-up examination must be taken before the next semester starts.

Article 35 (Attendance Requirements for Credit Recognition) A student who has missed one-fourth or more of the total classes without justifiable reason shall not be given credits.

Article 36 (Repeating Courses) A graduate student may not repeat a course unless approved by the Dean of GIFT.

Article 37 (Recognition of Credits Earned at Other Graduate Institutions) ① Credits earned from graduate study in other institutions may be recognized by the President of the University following deliberations by the Committee.

② A student may earn credits from other graduate institutions that have entered into a cross-registration agreement with the University or one that is recognized by the President of the University.

③ The credits earned under Clause 1 or 2 shall not exceed 50% of the credits required for graduation for each degree program.

Article 38 (Special Lecture) Special lectures may be offered for each degree program at GIFT during summer/winter breaks following deliberations by the Committee and approval of the President of the University. Credits may be awarded for these special lectures.

Chapter 5 Non-degree Programs

Article 39 (Public Lectures) GIFT may offer public lectures to those who wish to acquire knowledge and skills necessary for general education or academic research following deliberations by the Committee.

Article 40 (Research Students) ① A person who is eligible to enter GIFT and wishes to attend a class or participate in a research project may audit a class or take part in the research as a research student provided he/she passes the prescribed screening and review conducted by GIFT.

② GIFT shall not charge a research student any fees including tuition fees. If a research student participates in research, he/she may be paid compensation with the approval of the President of the University.

③ A research student who has shown satisfactory research performance may be given a Certificate of Research Performance as provided for in Form 1 (attached).

Chapter 6 Financial Support

Article 41 (Financial Support) ① Financial support such as scholarships may be granted to the students of GIFT, and details on this shall be stipulated separately.

② Details concerning the appointment and management of student assistants shall be determined separately by the Dean of GIFT.

Article 42 (Restriction on Multiple Scholarships) (Deleted)

Chapter 7 Disciplinary Measures

Article 43 (Academic Warning) ① A student with a grade point average below B0 (3.0) for a semester shall be given an academic warning.

② A student who has received two academic warnings during his/her course of study may be dismissed by the President of the University following deliberations by the Committee.

Article 44 (Disciplinary Measures) ① The Committee shall decide on a disciplinary measure against a student who has committed an act in disregard of his/her duty as a student.

② Disciplinary measures shall include probation, suspension (for a definite or an indefinite period), and dismissal.

③ All disciplinary measures shall be lifted when their effective term expires. The Dean of GIFT may request the Committee to lift a disciplinary measure (including suspension for an indefinite period) prior to its expiration in consideration of the opinion of a student's advisor.

Chapter 8 GIFT Committee

Article 45 (Organization) The GIFT Committee shall consist of 5 to 11 GIFT faculty members appointed by the President of the University, with the Dean of GIFT serving as the chair. If necessary, however, the President of the University may appoint to the committee a faculty member of the University who is in a department other than GIFT.

Article 46 (Terms of Office) The term of office of a committee member shall be two years. The term of a member appointed to fill a vacancy, however, shall be the remaining term of his/her predecessor.

Article 47 (Matters for Deliberation) The GIFT Committee shall deliberate on the following matters:

1. Matters concerning admissions, completion of coursework, and the conferment of degrees in GIFT.
2. Matters concerning the establishment of basic plans for academic affairs in GIFT.
3. Matters concerning the opening and closing of departments or majors in GIFT.
4. Matters concerning the curricula in GIFT.
5. Matters concerning the amendment and abolishment of rules and regulations related to GIFT.
6. Matters concerning public lectures and research students.
7. Matters concerning awards for, and disciplinary measures against, graduate students.
8. Matters concerning scholarships.
9. Matters concerning the graduate student enrollment capacities.
10. Other matters concerning the operation of GIFT as deemed necessary by the Dean of GIFT.

Article 48 (Convening a Committee Meeting and Passing a Resolution) The GIFT Committee shall be convened by the Dean of GIFT when necessary; a resolution shall be passed on the majority vote of the current members.

Chapter 9 Conferment of Degrees

Article 49 (Degree Conferment) GIFT may award Master of Science and Doctor of Philosophy degrees. The Regulations on the Conferment of Graduate Degrees, which govern matters pertaining to the conferment of degrees in the General Graduate School of the University, shall apply *mutatis mutandis* to matters pertaining to the conferment of degrees in GIFT.

Article 50 (Exception to Provisions on Thesis Committee Chair) Notwithstanding the provisions of the foregoing Article, the Dean of GIFT may appoint a faculty member of the University who is not a student's academic advisor as the chair of the student's thesis committee.

Chapter 10 Amendment of Statutes

Article 51 (Statutes Amendment Procedures) Amendments to these Statutes shall take effect with the approval from the President of the University following advance notice and deliberations by the Committee.

Chapter 11 Mutatis Mutandis Application

Article 52 (Mutatis Mutandis Application) The Statutes of the Graduate School of Pohang University of Science and Technology shall apply *mutatis mutandis* to matters other than those specifically provided for in these Statutes.

Addenda

1. (Effective Date) These Statutes shall be established and take effect on September 1, 2005.
2. (Interim Measures) Matters executed before the effective date of these Statutes shall be deemed to have been executed by these Statutes.

Addenda

1. (Effective Date) These Statutes shall be established and take effect on March 1, 2009.
2. (Interim Measures) The interim measures in Article 1, Clause 3 of Article 2, and Clause 3 of Article 3 in the Addenda shall be deleted. Matters executed before the effective date of these Statutes shall be deemed to have been executed by these Statutes.

Addendum

These amended Statutes shall take effect on June 1, 2012.

Addenda

1. (Effective Date) These Statutes shall be established and take effect on November 16, 2012.
2. (Interim Measures) Matters concerning intra- and inter-university transfers shall be governed by Article 10 and Article 13 of these Statutes. Matters executed before the effective date of these Statutes shall be deemed to have been executed by these Statutes.

Addendum

1. (Effective Date) These Statutes shall be established and take effect on March 1, 2014.

Addenda

1. (Effective Date) These Statutes shall be established and take effect on October 26, 2017.
2. (Interim Measures) Matters concerning the newly established Plant Engineering concentration from Article 4 shall take effect on March 1, 2018.

(Form 1)

Certificate of Research Performance

Place of Family Register: (Province)

Name:

Date of Birth:

This is to certify that the person whose name appears above conducted research for ___ years and ___ months in a master's/doctoral program and produced good research performance.

Date of Issue:

(Name)_____ (Degree)

Dean of the Graduate School
Pohang University of Science and Technology