

Regulations on Graduation Comprehensive Examination and Degree Conferral

Chapter 1 General Provisions

Article 1 (Purpose)

The purpose of these Regulations is to prescribe detailed matters concerning the graduation comprehensive examination and graduation in accordance with Articles 42 and 43 of the Academic Regulations of Woosong University (hereinafter referred to as the “University”).

Article 1-2 (Selection of Candidates for Graduation Review)

- ① The Academic Affairs Office and departments shall identify candidates for graduation review each semester and examine graduation and degree conferral.
- ② Candidates shall include:
 1. Fourth-year students who have fulfilled the required period of study
 2. Students who have completed coursework and submitted applications for the graduation comprehensive examination
- ③ Early graduation applicants shall be determined separately according to relevant regulations.
- ④ Other detailed matters shall be determined by the President.

Chapter 2 Graduation Comprehensive Examination

Article 2 (Overall Management)

The Graduation Comprehensive Examination shall be administered by the Academic Performance Evaluation Committee, which shall:

1. Establish basic plans
2. Determine evaluation standards, methods, and result processing

Article 3 (Department-Level Management)

Department-level evaluation committees shall:

1. Establish and implement execution plans
2. Perform delegated tasks

Article 4 (Subcommittees)

The President may appoint examiners, supervisors, and graders to form subcommittees.

Article 5 (Planning and Schedule)

- ① Plans shall be announced in May and November.
- ② Exams shall be conducted twice a year (May and November), with adjustments if necessary.

Article 6 (Eligibility and Restrictions)

- ① Eligibility includes students who have completed or registered for graduation project research courses.
- ③ Cheating results in invalidation and restriction from one subsequent attempt.
- ④ Students in combined bachelor–master or dual degree programs may be exempted.

Article 7 (Application Procedure)

- ① Departments must submit candidate lists 20 days prior.
- ② Graduates must reapply if retaking.

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- ③ Fees may be charged for retakes.

Article 8 (Subjects)

- ① The subjects of the comprehensive graduation examination shall be major courses.
- ② The scope of major courses may include examinations, theses, experiments, practical training, performance assessments, or certification acquisition, depending on the characteristics of the department.
- ③ Students who meet certain qualifications (e.g., holding a national certification such as Engineer Level 1 or higher) may be recognized as having passed the major course examination, depending on departmental standards.

Article 9 (Scoring)

Scores shall be based on a 100-point scale.

Article 10 (Passing Criteria)

- ① Major courses shall be considered passed if a student obtains at least 60% of the full score based on the evaluation by the review committee of the graduation thesis or equivalent, conducted in conjunction with the graduation project research.
- ② Even if a student passes the comprehensive graduation examination but fails to complete the required curriculum, the validity of the examination result shall remain.
- ③ Students who meet the qualification criteria for passing individual subjects under separate guidelines may be recognized as having passed the corresponding examinations.
- ④ Students who fail to meet required qualifications based on departmental characteristics may be deemed to have failed.

Article 11 (Submission of Thesis Plan)

- ① If the major course of the comprehensive graduation examination is substituted with a graduation thesis or equivalent, a proposal shall be prepared and submitted to the department at the beginning of the semester in which the graduation project research is taken.
- ② The planning and execution of the graduation thesis shall be carried out in conjunction with the graduation project research.

Article 12 (Advisor Assignment)

Advisors shall be appointed at the beginning of the semester and supervise the entire process.

Article 13 (Submission of Thesis)

- ① Graduation theses shall be prepared using a word processor in accordance with academic writing standards and submitted to the department upon recommendation by the advisor. In the case of practical presentations, both the work and a report on the entire production process shall be submitted.
- ② Each department shall designate a date and venue for presentation prior to the submission of the thesis or equivalent.
- ③ Graduation theses or equivalent shall be submitted by the end of November (first semester graduation) or the end of May (second semester graduation).

Article 14 (Evaluation Committee)

Committees shall consist of at least three faculty members including the advisor.

Article 15 (Evaluation Criteria)

Evaluation criteria shall be determined by departments and approved by the President.

Article 16 (Compensation)

Personnel engaged in the administration of the comprehensive graduation examination may be provided with allowances within the limits of the budget

Article 17 (Miscellaneous)

Matters not specified in these regulations or the Academic Regulations regarding the implementation of the comprehensive graduation examination shall be determined by the President following deliberation by the University Academic Evaluation Management Committee.

Chapter 3 Graduation and Degree Conferral

Article 18 (Required Credits for Graduation)

- ① The credits required for graduation shall be governed by Article 29 of the Academic Regulations. However, for students enrolled in combined bachelor's–master's programs, the required credits for graduation may be determined separately.
- ② Credits obtained in violation of relevant regulations shall not be recognized toward graduation requirements
- ③ For students in the SolBridge Business Division and dual degree programs, the President may apply separate standards in consideration of the specific nature of curriculum operation.
- ④ If necessary for curriculum operation, courses from other majors may be recognized as credits for the primary major (required or elective), in accordance with the regulations of the offering department.
- ⑤ Notwithstanding Paragraph 1, for transfer students in the second year or above, the total credits required for graduation shall be as follows:
 1. Second-year transfer students: 105 credits;
 2. Third-year transfer students: 70 credits. However, up to 3 credits earned through articulated programs under institutional agreements may be recognized toward graduation;
 3. Fourth-year transfer students: 35 credits.
- ⑥ Notwithstanding Paragraph 4, credits obtained through the following may, with Presidential approval, be recognized under the categories specified in Appendix 1, regardless of their original classification:
 1. Special programs under the Regulations on Curriculum Organization and Operation, Article 4, Paragraph 5;
 2. Internship programs under the Internship Regulations;
 3. Field practice under the Field Practice Regulations;
 4. Credits earned abroad under exchange or dual degree programs.
- ⑦ The recognition of credit categories under Paragraph 6 shall be limited to the range of credits obtained and within the credit limits for each category offered in the relevant semester.

Article 19-2 (Operation and Credit Recognition of Special Programs)

- ① Students who complete special programs established under Article 4, Paragraph 5 of the Regulations on Curriculum Organization and Operation may have credits recognized separately toward graduation requirements by category.
- ② Departments or units wishing to operate special programs shall submit an application to the head of academic affairs and obtain approval from the President.
- ③ Students wishing to enroll in special programs shall submit the prescribed application form within the designated period.
- ④ Students who complete such programs shall have their credits recognized within the approved limits as general required, major required, minor, double major, interdisciplinary major, or self-designed major credits, and these shall be reflected in graduation evaluation. Course titles shall reflect the program or curriculum completed.
- ⑤ If a student withdraws from a program before completion, the credits shall be recorded as F and shall not count toward graduation.
- ⑥ Credit recognition limits for special programs shall be as follows:
 1. For general cases, the limits under Article 19, Paragraph 8 shall apply;
 2. For minor programs: up to 6 credits per semester (from the first semester of the second year to the first semester of the fourth year);
 3. For double majors: up to 6 credits per semester.

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Article 20 (Course Completion and Curriculum)

- ① Transfer students must complete designated prerequisite courses.
- ② The application of the curriculum shall follow Article 8 of the Regulations on Curriculum Organization and Operation.

Article 20-2 (Mandatory Completion of Minor or Double Major)

- ① In accordance with Article 30-2 of the Academic Regulations, students admitted from the 2010 academic year onward must complete at least one minor or double major in addition to their primary major.
- ② Notwithstanding Paragraph 1, students selected for the Reserve Officers' Training Corps are exempt from this requirement. However, if they withdraw or are dismissed from the program, they must complete a minor or double major before graduation.

Article 21 (Completion by Academic Year)

- ① The completion criteria by academic year are as follows:
 1. First year: 34–67 credits;
 2. Second year: 68–101 credits;
 3. Third year: 102–129 credits;
 4. Fourth year: 130 or more credits, having satisfied credit distribution requirements but not passed the comprehensive graduation examination.

Article 22 (Conferral of Degrees)

- ① Students who complete the required curriculum and meet graduation requirements, with a cumulative GPA of 1.50 or higher, shall be awarded a diploma and a bachelor's degree.
- ② Students who complete a minor or double major shall have the program name indicated on the degree certificate along with the primary major.
- ③ Students who complete multiple majors shall be awarded separate degree certificates for each additional major.

Article 23 (Miscellaneous)

Matters not specified in these regulations or the Academic Regulations regarding graduation, completion, and degree conferral shall be determined by the President following deliberation by the Academic Affairs Committee.

[Appendix 1]

The required credits for mandatory liberal arts areas and the credit requirements by completion category for major programs, as stipulated in Article 19, Paragraph 4 of the Regulations, shall be as follows:

1. The required credits for mandatory liberal arts areas and major program completion shall be as follows:

2. **Table 1. General Departments**

Category		Liberal Arts		Major	
		Area Required	Total	Required	Total
Freshman Admission (General Departments)		27	35	27	65
Transfer Admission	2nd Year	-	10	16	50
	3rd Year	-	-	6	42
	4th Year	-	-	-	21

3. **Table 3. Special Cases for Separate Credit Requirements※ Note:**

구분	Category	Liberal Arts		Major	
		Area Required	Total	Required	Total
별도적용자	Double Degree Students	Not Applicable			
	Others approved by the President	Separate standards applied			

Among the above “Special Cases,” if students enrolled in double degree programs or teacher certification programs withdraw before completion, the required liberal arts credits for graduation shall follow the standards of their affiliated department.

4. **Table 4. Required Liberal Arts Areas (General Departments)**

Category	Area	Description	일반학과
Core Liberal Arts (Core Competencies)	1	Ethics and Character	2
	2	Communication Skills	6
	3	Global Mindset	4
	4	Analytical and Scientific Thinking	2
	5	Social Understanding	2
	6	Humanistic and Aesthetic Literacy	2
	7	Creative Problem-Solving	2
	Subtotal (Core Liberal Arts)		
Advanced Liberal Arts (Modules)	8	Basic & Advanced SW (Software)	6
	Subtotal (Advanced Liberal Arts)		
Total Required Liberal Arts Credits			26