

Regulations on Transfer Admission and Readmission

Chapter 1. General Provisions

Article 1 (Purpose)

The purpose of these regulations is to prescribe detailed matters concerning transfer, admission by transfer, and readmission in accordance with Chapter 5 of the Academic Regulations of Woosong University (hereinafter referred to as the “University”).

Chapter 2. Admission by Transfer

Article 2 (Restrictions on Eligibility for Transfer Admission)

Pursuant to Article 19 of the Academic Regulations, applicants who have been subject to disciplinary action under the regulations of their previous institution or who have been held back due to poor academic performance shall not be eligible for transfer admission.

Article 3 (Recognition of Credits for Transfer Students)

- ① Deleted (Amended Jan. 14, 2014; Jun. 29, 2018)
- ② The departmental evaluation committee may individually review the academic transcript from the previous institution and designate prerequisite courses within a maximum of 12 credits among major courses. Students assigned such prerequisite courses must complete them. (Amended Oct. 19, 2021)
- ③ Only the academic records earned after transfer admission shall be recorded in the student’s academic record. (Amended Jun. 29, 2018)
- ④ Deleted (Amended Jun. 29, 2018)
- ⑤ (Newly established May 30, 2016; Deleted Oct. 19, 2021)
- ⑥ (Newly established May 30, 2016; Deleted Oct. 19, 2021)

Article 6 (Scope and Method of Course Registration)

Course registration for transfer students shall follow the University’s course registration regulations.

Chapter 3. Readmission

Article 7 (Eligibility)

Students who have withdrawn or have been expelled from the University may apply for readmission once only.

Article 8 (Procedure)

Applicants wishing to be readmitted shall submit a readmission application to the Office of Academic Affairs at least 10 days prior to the beginning of the semester.

Article 9 (Approval of Readmission)

- ① Submitted documents shall be reviewed in accordance with the readmission evaluation principles, and approval shall be granted by the President following deliberation by the relevant department.
- ② Readmission shall be granted, based on the academic year of approval, to the same department and at the same or lower academic level, only if vacancies exist after subtracting the number of transfer admissions from the total number of students who have left the University (due to withdrawal or expulsion) across all years (1st–4th year).

[4-1-14a-wsuk]

③ If the number of applicants exceeds the available quota, approval shall be granted based on earned credits and academic performance ranking.

Article 10 (Recognition of Credits)

① Credits for readmitted students shall be recognized only for equivalent or similar courses approved by the departmental evaluation committee. The approved credit recognition statement shall be presented to the applicant, and upon obtaining the applicant's consent, submitted to the Office of Academic Affairs.

② If the applicant does not agree to the recognized credits, the readmission approval shall be revoked.

Article 11 (Registration)

Students approved for readmission shall complete registration by paying the prescribed tuition (including admission fee) within 5 days from the date of approval.

Article 12 (Restrictions on Readmission)

① Students expelled pursuant to Articles 52 and 54 of the Academic Regulations shall not be eligible for readmission.

② Students expelled due to academic probation shall be restricted from readmission if less than one year has passed since the date of expulsion.

Chapter 4. Miscellaneous

Article 13 (Other Matters)

Matters not specified in these regulations shall be determined by the President following deliberation by the Academic Affairs Committee.