[KU GSIS] Checklist for Dual Degree Program Students for SOAS

<Before Starting SOAS Program>

1. Please request consultation to administration office and complete the graduation assessment of KU GSIS first.
 - **Graduation Assessment**: Checking of the remaining courses to fulfill the graduation requirements
 - According to the result, please take as many courses as you can at SOAS in advance, considering for credit transfers.
  (ex. Courses conducted in English O, Language courses X)

2. Please apply for the **Thesis/Non-thesis Track Application Form in the beginning of 3rd semester at KU GSIS**.
 - This is to declare Track(Thesis/Non-thesis), Major, and Thesis(Academic) Advisor.

<While Staying at SOAS>

If you choose the **thesis track** and plan to **graduate in time**,
 - Please keep contacting your thesis advisor regarding selecting your thesis topic and plan of research proposal.
 - Please don't forget to apply for research proposal, and present your research proposal in your 3rd semester at KU GSIS.
 - The method of the proposal can be decided with your thesis advisor.

2. Please submit the finalized list of course names and syllabi right after each of the course registration so that we can pre-assess the possibility of credit transfers.
 - Most of credits earned at SOAS will be transferred, unless you get any 'F' letter grade or have any unexpected situation.

<After Completing SOAS Program>

1. You have to **come back to KU GSIS** and complete the remaining required courses in your last semester at KU GSIS.
 - If it is your 5th semester(extra semester) when you come back and only 3 credits or less are left for course completion (considering the credit transfers), you will only pay 50% of tuition fee during the final tuition payment period.

2. As soon as you get the official transcript from SOAS, please submit **Credit Transfer Application Form**, **Official Transcript**, and **Syllabi** of classes you registered.

※ If you have questions, please e-mail: gsis@korea.ac.kr.

\<Timeline of Dual Masters Program at SOAS>

			KOREA UNIV.	HOST UNIV.
SUMMER 2022		July	o **Graduation Assessment** → Available on GSIS Notice → Check the remaining courses (Completing all **CORE** courses by 2nd semester except 'Thesis Research Ⅰ')	
		August	o **Registration & Tuition Payment** → Available on GSIS Notice → Pay the full tuition during the regular payment period	
FALL 2022 2nd or 3rd semester of GSIS		September	o **Thesis Track Application Form (in 3rd semester)** → Available on GSIS Notice → Declare Track(Thesis/Non-thesis), Major, Thesis(Academic) Advisor	o **Course Registration** → Take courses for credit transfer
		October		1st semester of SOAS (Host University)
		November		
		December		
WINTER 2023		January		2nd semester of SOAS (Host University)
		February	o **Registration & Tuition Payment** → Available on GSIS Notice → Pay the full tuition during the regular payment period	
SPRING 2023 3rd or 4th semester of GSIS		March		
		April	o **Research Proposal Application (in 3rd semester)** → Available on GSIS Notice	
		May	o **Research Proposal Presentation (in 3rd semester)** → Available on GSIS Notice	3rd semester of SOAS (Host University)
		June	Your Thesis Advisor will submit the Result Report (Pass/Fail) to KU GSIS office.	
SUMMER 2023		July		
		August	o **Credit Transfer Application (mandatory)** → Submit Application, Official Transcript, Syllabi to gsis@korea.ac.kr as soon as possible. If you pass the research proposal, your thesis advisor will release the (letter) grade for Thesis Research I. o **Course Registration for 3 credits(in case 5th semester)** → Available on GSIS Notice	
FALL 2023 4th or 5th semester of GSIS		September	o **Registration & Tuition Payment** → Available on GSIS Notice → Pay the half tuition for the extra semester(s) (**5th ↑**) during the final payment period o **General Exam** → Take/pass or to be exempted from the General Exam → Available on GSIS Notice	
		October	o **Thesis Submission Application** → Available on GSIS Notice	
		November	o **Thesis Defense** → Available on GSIS Notice	
		December	Your Thesis Advisor will submit the Result Report (Pass/Fail) to KU GSIS office.	
WINTER 2024		January	o **Thesis Upload, Print & Bind** → Available on GSIS Notice	
		February	**Graduation** → Your Master's degree will be awarded on February 25, 2024.	