

<Hard-bound Thesis contents order>

※ This order is recommendation. The order may be different by individual.

When students need to check, students can borrow completed theses from school libraries and refer it.

1. Cover
2. Examination Completion Approval
3. Declaration page
4. Acknowledgement
5. Abstract
6. Table of Contents
7. Figures and Tables

< Hard-bound Thesis Format Guidelines >

1. Complete Size of Thesis : 19.0cm(Width) x 25.4cm(Vertical Line)

2. Margins

ex) A4(21cm x 29.7cm)

	UP	BOTTOM	LEFT	RIGHT	HEADER	FOOTER
Han-geul	4.5cm	4.0 cm	3.5 cm	3.5 cm	0 cm	1.5 cm
MS Word	4.5 cm	5.5 cm	3.5 cm	3.5 cm	0 cm	4.0

* Han-geul : Shape → Edit (F7)

*MS Word : File → Page Setting

* When writing a thesis in A4, widths of paragraph should not exceed 14cm, and vertical line should fit within 21cm in order to match proper thesis format

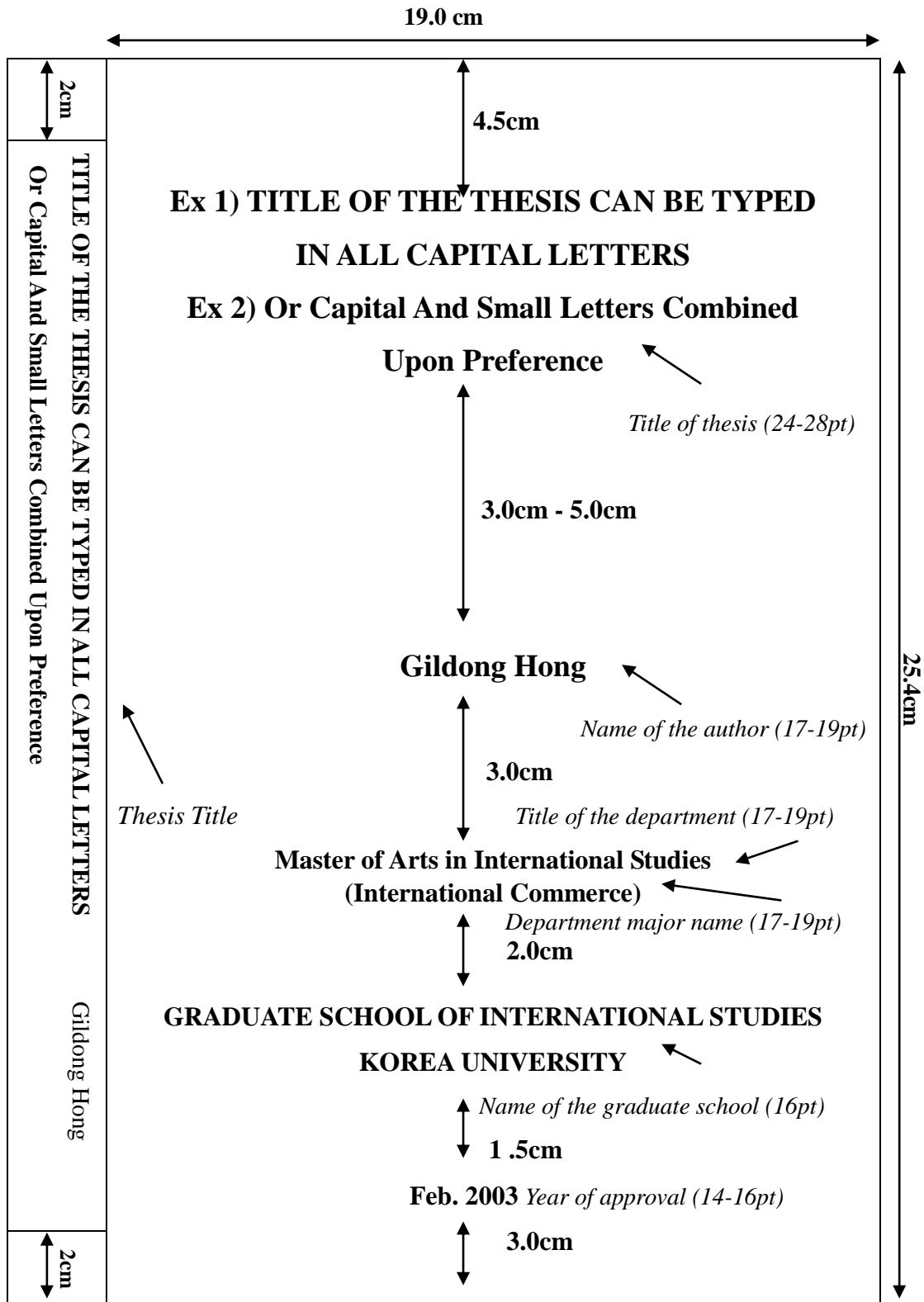
3. Font

			Han-geul	MS Word
Body	Font		Shin Myung Jo	Time New Roman
	Contents		10.5 pt	12 pt
	Space between lines		180-220%	1.5 line
	Title			15-20 pt
	Footnote		9-10 pt	10-11 pt
Cover	Title Of Thesis	Within 1 line	28 pt	30-32 pt
		Over 2 lines	21 pt	24-28 pt
	School Name	Within 1 line	20 pt	16 pt
		Over 2 lines	18 pt	16 pt
	Etc. (Track, Name, Professor)		16 pt	15-20 pt
	Dates(yy/mm/dd), Major		14 pt	14-16 pt

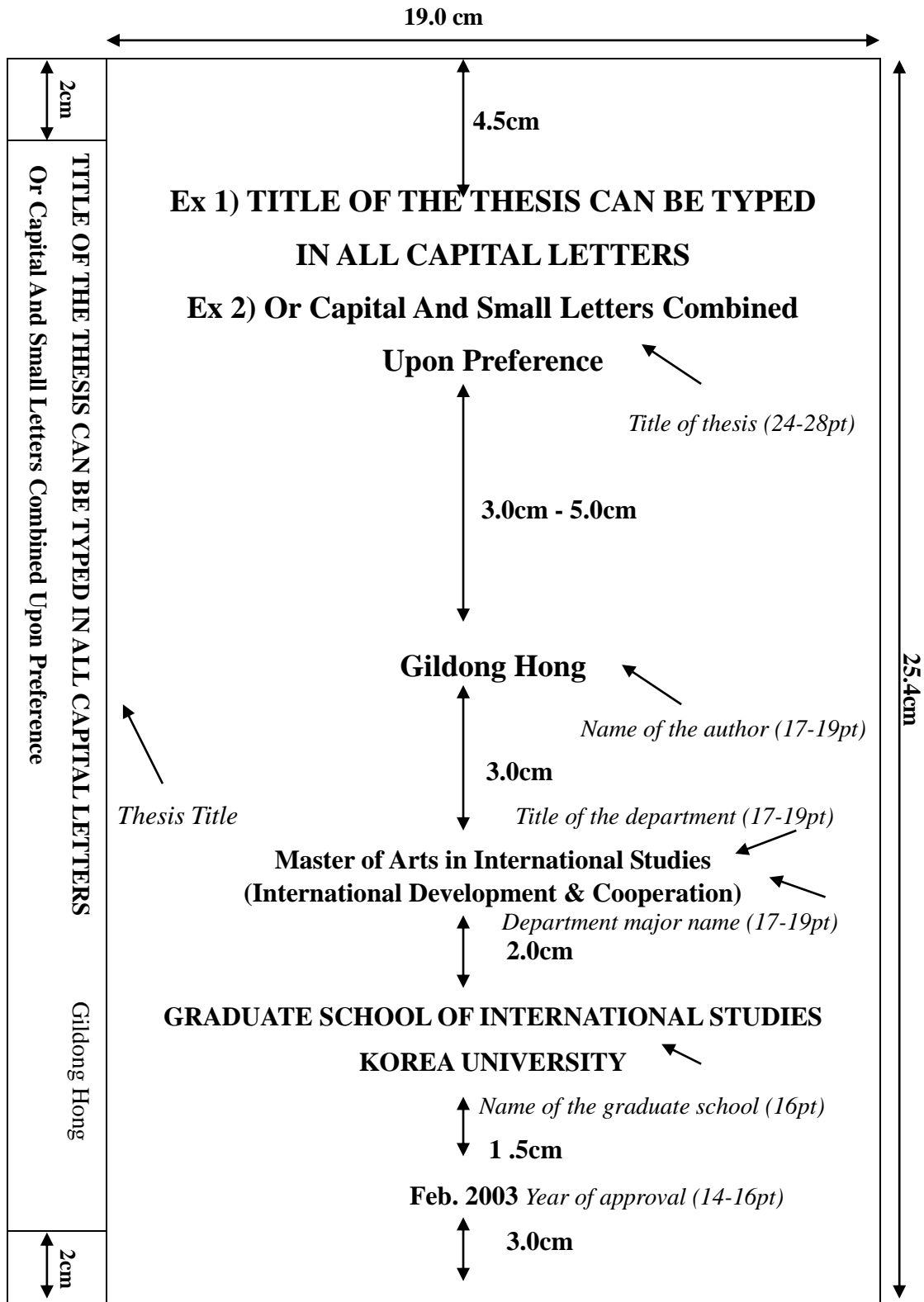
The font size of title can be adjusted upon preference

※Formats other than those specified above are left to one's own discretion.

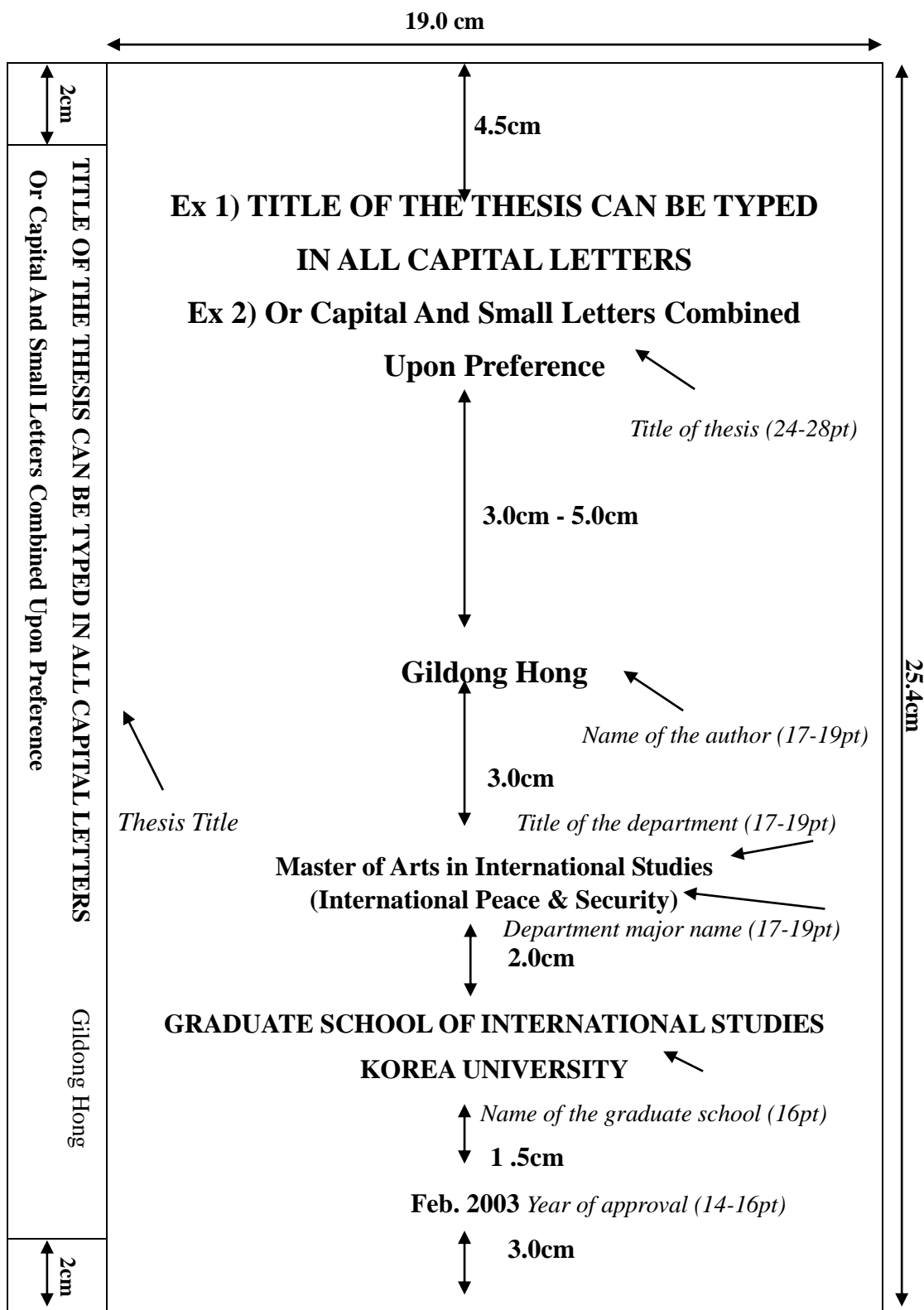
<Thesis Cover for International Commerce>



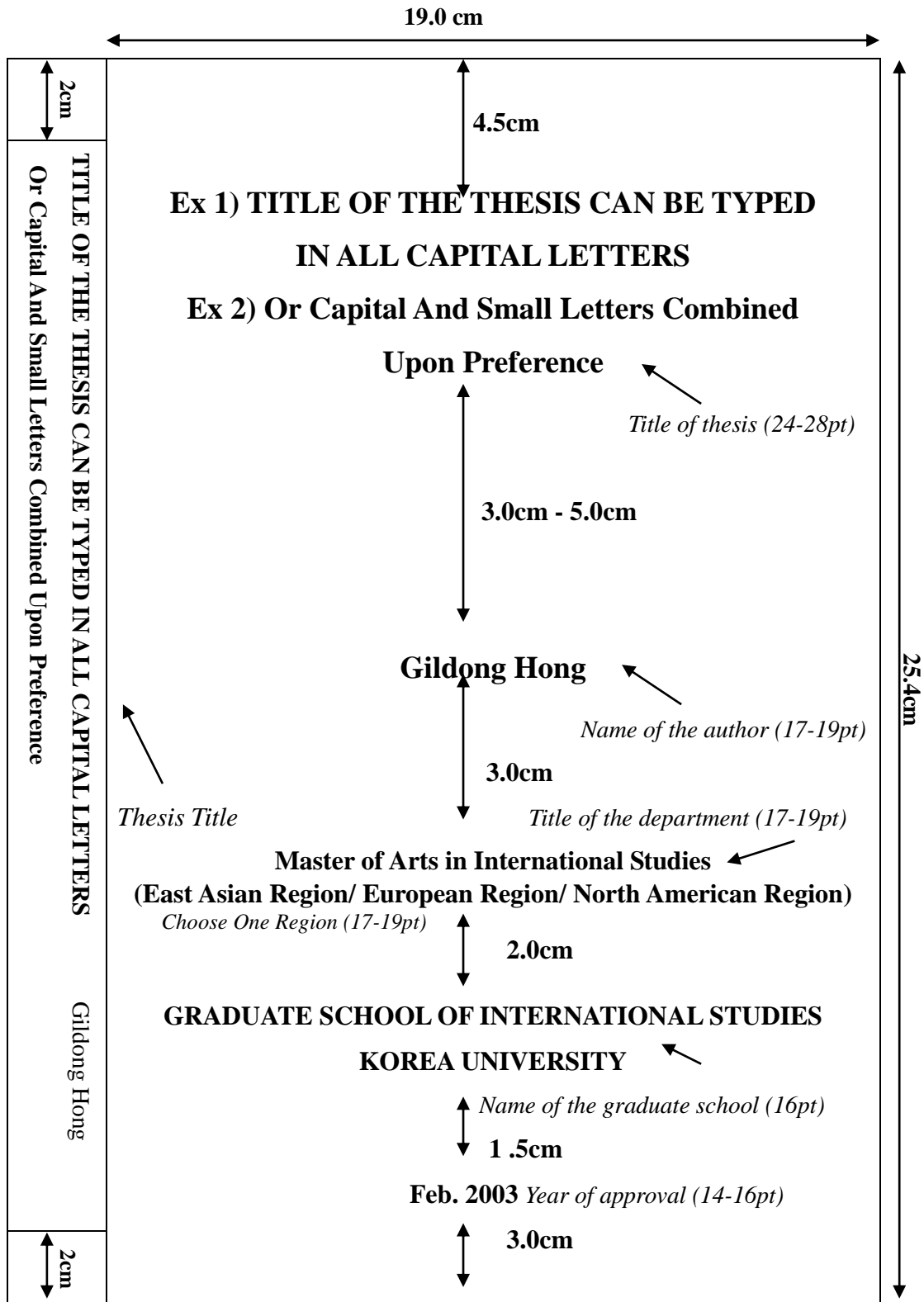
<Thesis Cover for International Development & Cooperation>



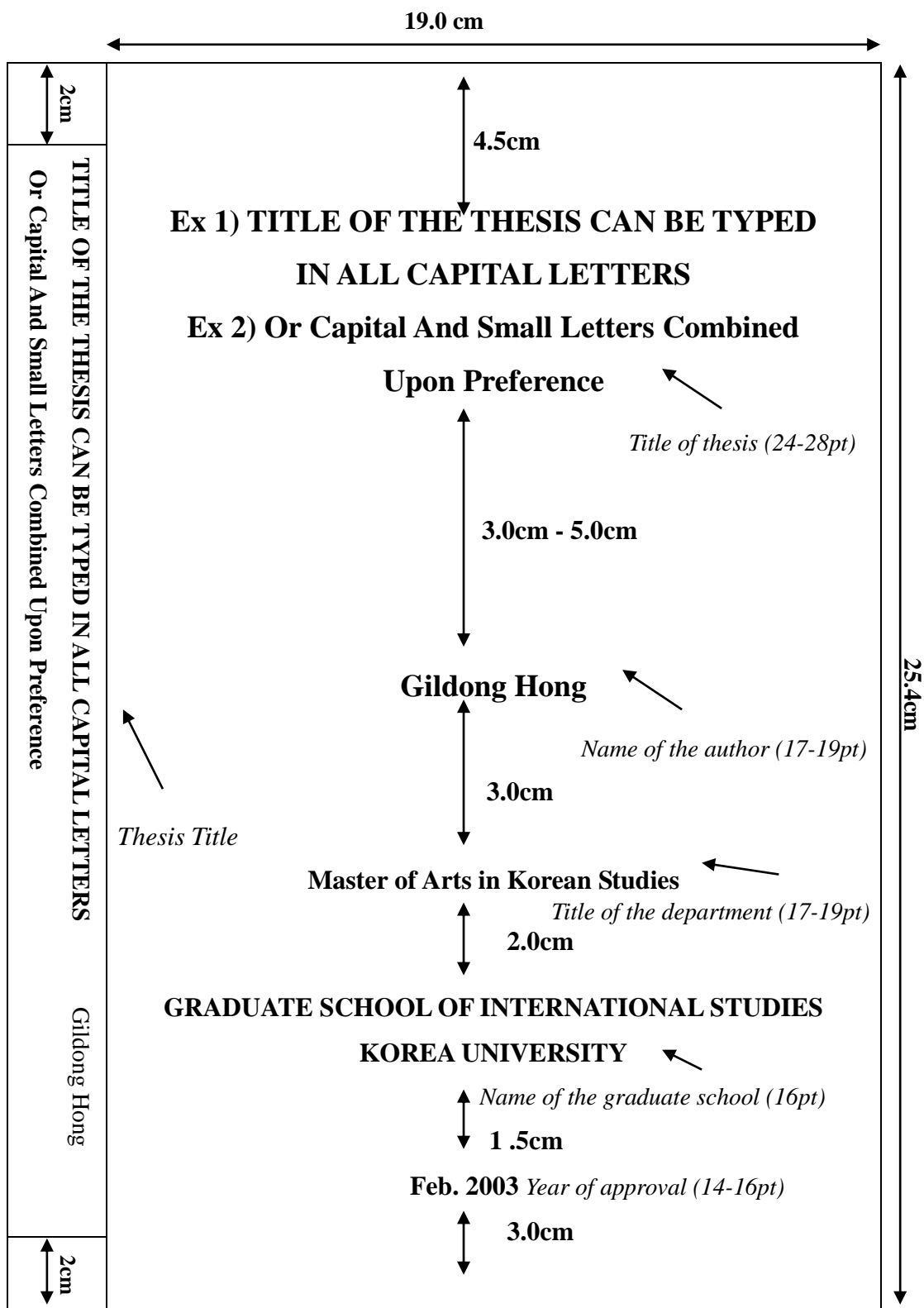
<Thesis Cover for International Peace & Security>



<Thesis Cover for Area Studies>



<Thesis Cover for Korean Studies>



< Examination Completion Approval Format >

The diagram illustrates the layout and dimensions of the Examination Completion Approval Format. The overall dimensions are 19.0cm in width and 25.4cm in height. The layout is as follows:

- Title Section:** Located at the top, with a height of 2.5cm. It contains the text: **Ex 1) TITLE OF THE THESIS CAN BE TYPED IN ALL CAPITAL LETTERS** and **Ex 2) Or Capital And Small Letters Combined Upon Preference**. The font size for this section is (24-28pt).
- Approval Section:** Located below the title section, with a height of 5.0cm. It contains the text: **APPROVED BY(19pt)** and **EVALUATION COMMITTEE :**.
- Signatures:** There are three signature lines. The first line is labeled *Leave space of signatures* and has an arrow pointing to it. The second line is labeled *Name of the committee members (19pt)* and has an arrow pointing to it. The third line is also labeled *Name of the committee members (19pt)* and has an arrow pointing to it. Each line is followed by the text **John Smith, Supervisor**, **John Smith, Committee**, and **John Smith, Committee** respectively.
- Bottom Section:** Located at the bottom, with a height of 3.0 cm - 4.0cm.