

## < Hard-bound Dissertation Format Guidelines >

1. Complete Size of Dissertation: 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 dissertation in A4, widths of paragraph should not exceed 14cm, and vertical line should fit within 21cm in order to match proper dissertation format

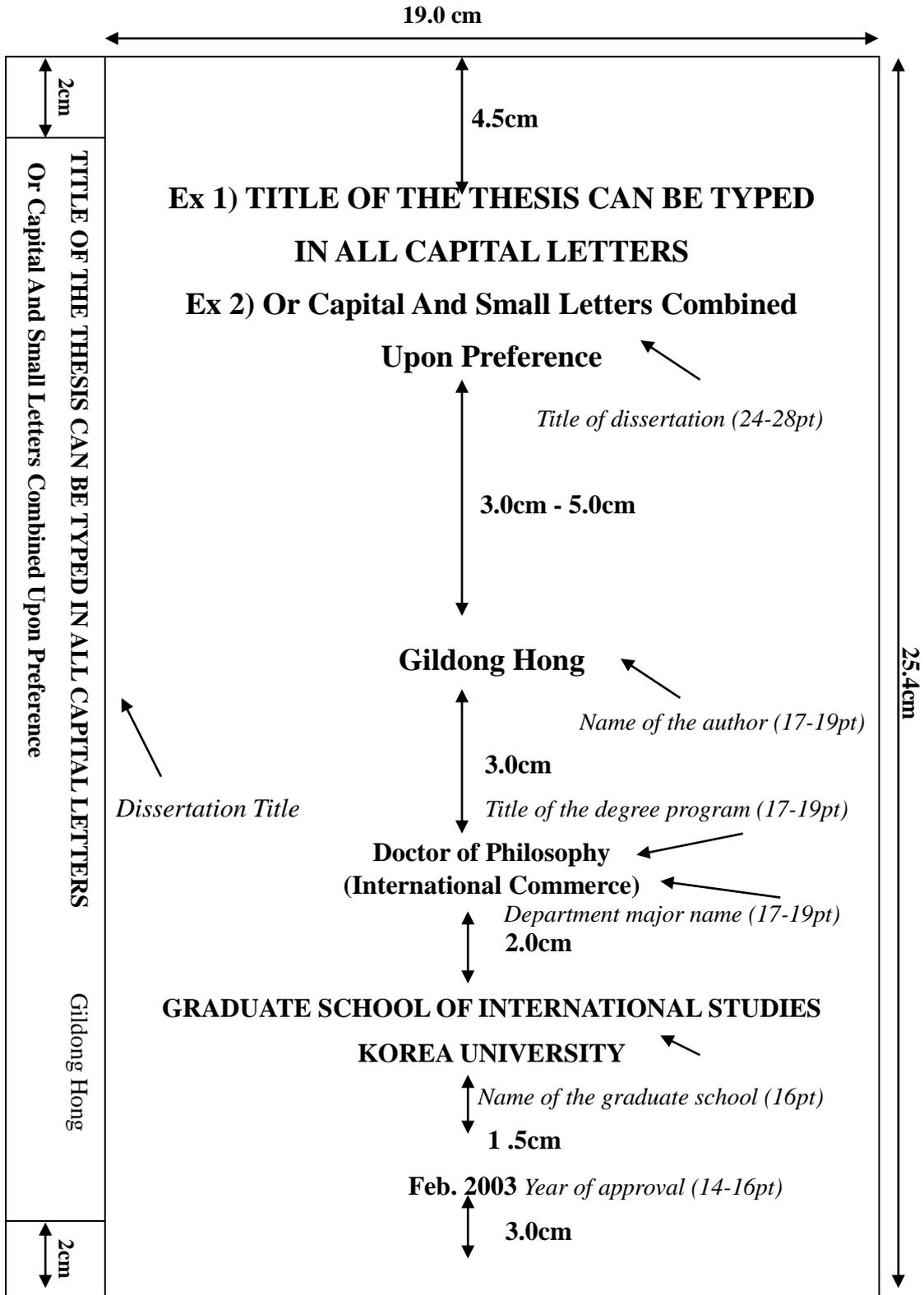
3. Font

			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 Dissertation	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

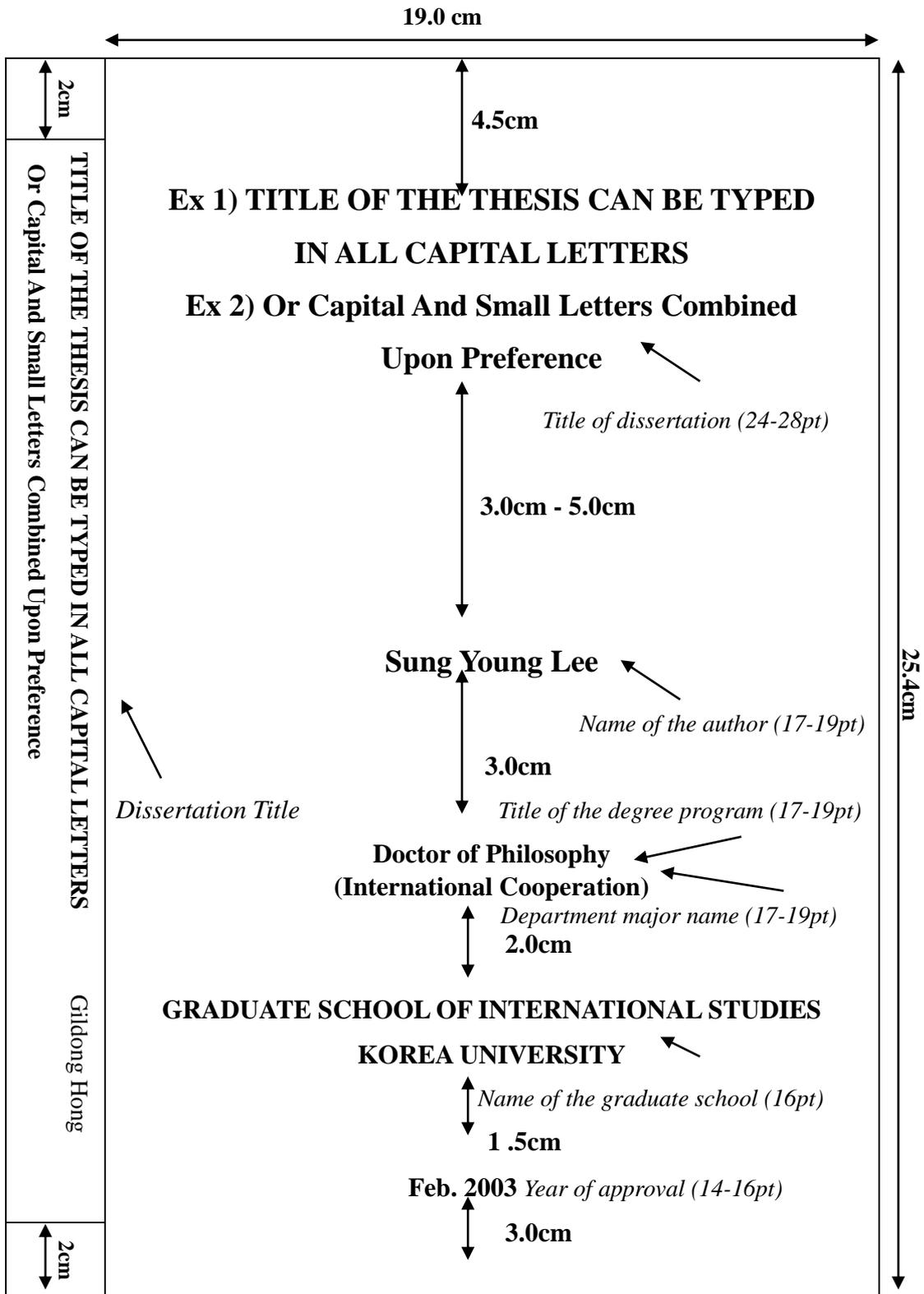
The font size of title can be adjusted upon preference

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

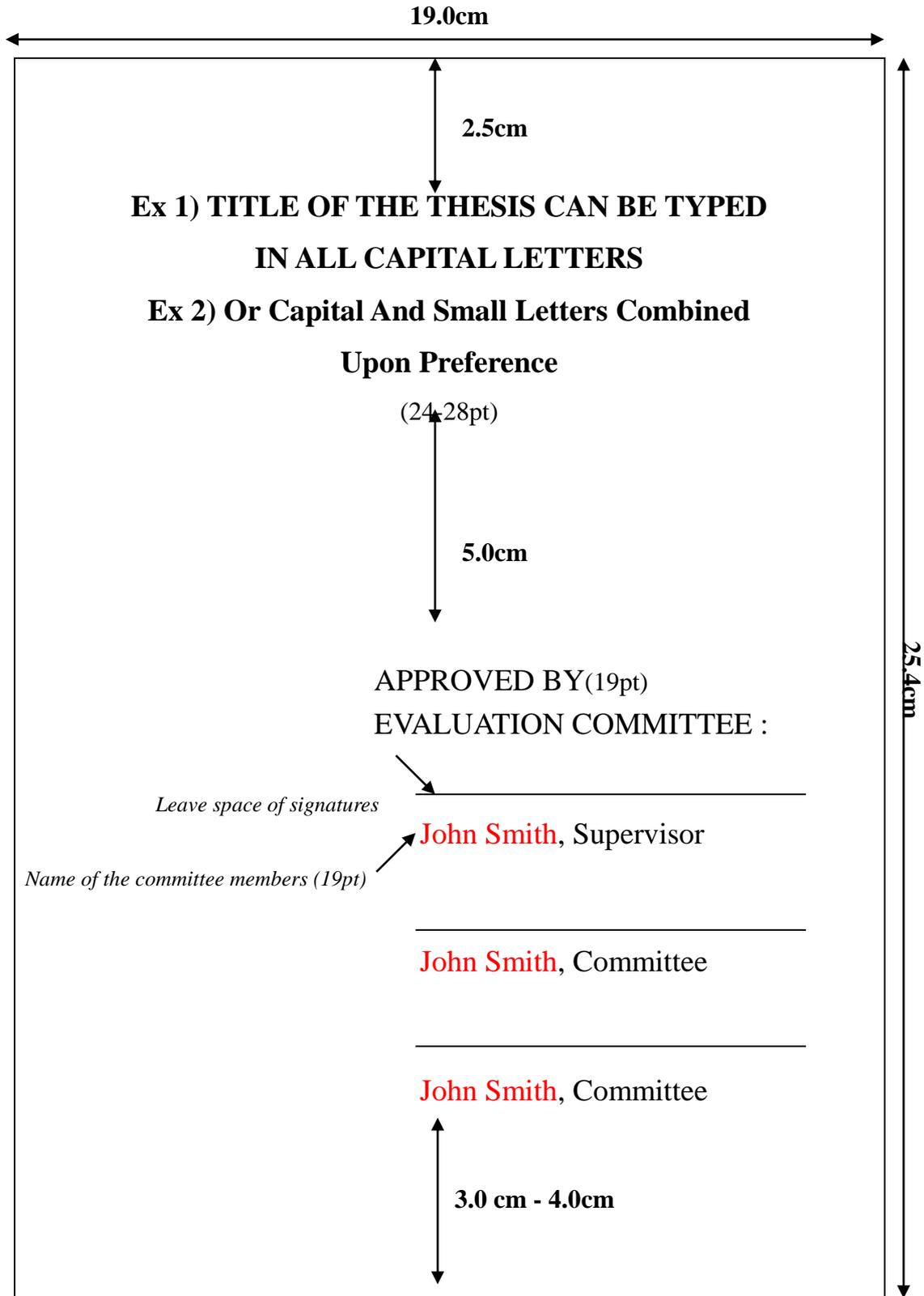
**<Dissertation Cover for International Commerce>**



**<Dissertation Cover for International Cooperation>**



< Examination Completion Approval Format >



19.0cm

2.5cm

**Ex 1) TITLE OF THE THESIS CAN BE TYPED  
IN ALL CAPITAL LETTERS**

**Ex 2) Or Capital And Small Letters Combined**

**Upon Preference**

(24-28pt)

5.0cm

**APPROVED BY (19pt)**

**EVALUATION COMMITTEE :**

*Leave space of signatures*

**John Smith, Supervisor**

*Name of the committee members (19pt)*

**John Smith, Committee**

**John Smith, Committee**

3.0 cm - 4.0cm

25.4cm