

Guidelines for Processing Special New Admissions to High Schools in Seoul for the 2027 Academic Year

1. These Guidelines have been translated from the Korean version.
In case of any conflict, the Korean version takes precedence.
2. The forms in Appendices 1, 2, and 3 must be completed and
submitted using their original Korean versions, not translated
versions.





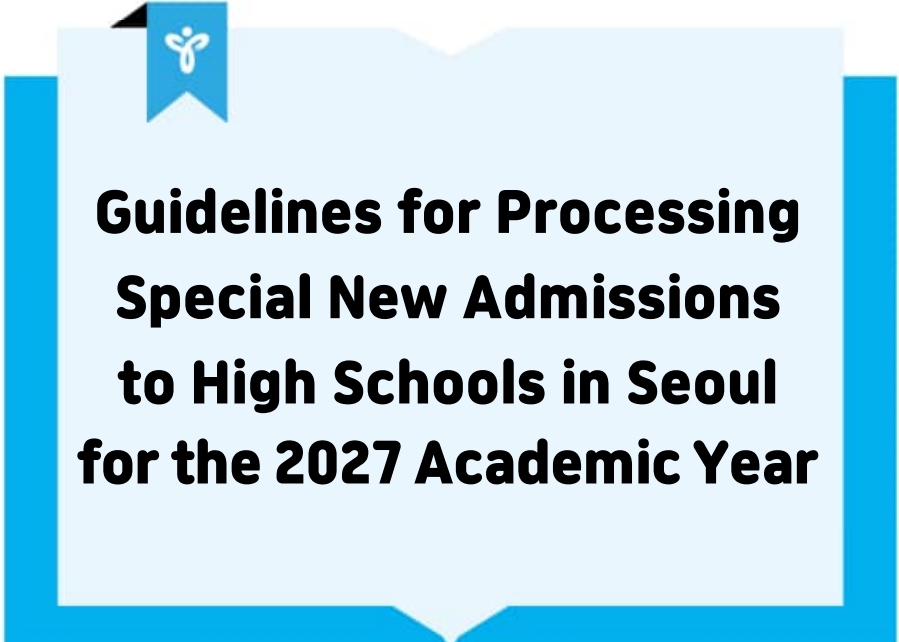
• Table of Contents •

I	Purpose	1
II	Legal basis	1
III	Overview	1
	1. Applicable standards	1
	2. Definitions	2
	3. Types of students eligible for special admission	3
	4. Examination schedule	4
IV	Application and selection (assignment) process	5
V	Details by type	6
	1. Type 1 (Persons who completed the required education in a foreign country or north of MDL)	6
	2. Type 2-A (Students who returned to Korea after having attended a foreign school)	8
	3. Type 2-B (Children of scientists/engineers and professors returning to Korea upon government invitation)	12
	4. Type 2-C (Foreign students)	14
	5. Type 3 (North Korean defector students: students who gained transfer admission to a domestic middle school) ..	17
	6. Type 4 (Persons recognized to have academic background equivalent to middle school graduates)	19
VI	Prior notification: (proposed) revision of eligibility requirements for special new admission to high schools	21



Appendix

[Appendix 1] (Form) Cover sheet for eligibility examination documents for special admission to high schools	24
[Appendix 2] (Form) Application for eligibility examination for special admission to high schools	26
[Appendix 3] (Form) Letter of confirmation	28
[Appendix 4] Required documents and issuing authorities by type	29
[Appendix 5] Samples of key documents	32
[Appendix 6] Important matters to verify during consulting	38
[Appendix 7] Applicable laws and regulations	39
[Appendix 8] Competent district offices of education by area of residence	41
[Appendix 9] Websites for certificate issuance	41
[Appendix 10] Q&A	42



Guidelines for Processing Special New Admissions to High Schools in Seoul for the 2027 Academic Year

1. These Guidelines have been translated from the Korean version.
In case of any conflict, the Korean version takes precedence.
2. The forms in Appendices 1, 2, and 3 must be completed and submitted
using their original Korean versions, not translated versions.



I Purpose

The purpose of these Guidelines is to secure fairness in admission to high schools and process related tasks in an efficient manner by establishing the standards, procedures, etc. for selecting students eligible for special admission to high schools

II Legal basis

- Article 82 (Methods of admission process) of the Enforcement Decree of the Elementary and Secondary Education Act
- City/Province Common Standards for Processing Special Admission to Middle and High Schools (School and Teacher Policy Research Office, Korean Educational Development Institute-848, Feb. 13, 2024)
- Master Plan for Admission Process for High Schools in Seoul for the 2027 Academic Year (School Support Division, Seoul Metropolitan Office of Education-5392, Mar. 30, 2026)

III Overview

1 Applicable standards

- A. **Applicable persons:** Any person who intends to apply for special admission to high schools located in Seoul
 - ※ Admission processes for high schools located in other cities/provinces are determined by the relevant local offices of education.
- B. **Foreign school**
 - Any regular school or accredited school located outside of Korea in a foreign country
 - ※ However, an exception is granted to any person who attended a school in a third country other than the person's country of residence if deemed unavoidable due to regional or religious circumstances in the country of residence.
 - ※ Foreigners' schools located in Korea are not included.
- C. **Standards for accreditation of school education in foreign countries**
 - School education in a foreign country is accredited based on the courses and years of education in elementary, middle, and high school system of Korea
 - Where the school system in the foreign country is different from the Korean system, school education and academic years in the country are recognized based on the school years at the relevant school level under the Korean school system.
 - Korean elementary school years: 1-6th grades in foreign countries
 - Korean middle school years: 7-9th grades in foreign countries
 - Korean high school years: 10-12th grades in foreign countries



2 Definitions

A. Special admission process

- A separate process conducted to resolve difficulties experienced by students, foreigners, etc. who received education outside of Korea for a long time when they seek admission to high schools in Korea due to lack of middle school education records in Korea, failure to adapt to Korean school curricula, cultural difference, etc.

B. Re-enrollment ※ Guidelines for Preparation and Management of School Records (Ministry of Education Directive No. 555)

- A person subject to compulsory education who is currently under “exemption, deferment, or student record management outside the regular enrollment quota” (who discontinued compulsory education) returning to a school providing compulsory education to resume mandatory education

C. Transfer admission ※ Guidelines for Preparation and Management of School Records (Ministry of Education Directive No. 555)

- A person not subject to compulsory education returning to the school that the person attended before discontinuation of compulsory education but at an academic year immediately above the previous academic year, or entering a different school

D. Period of residence

- A period during which a person left Korea to reside in a specific country and actually resided in the country

E. Period of stay

- A period within a person’s period of residence during which the person actually stayed in the country

F. Period of school attendance

- A period within a person’s period of residence corresponding to the semesters or academic years that the person completed

G. Consular legalization

- A type of legalization for use of documents outside of Korea
- A certification for use of student register documents issued outside of Korea to be used in Korea, issued by the Korean consulate located in the relevant foreign country (stationed country), which states that the student register documents were issued in its jurisdiction or reviewed by the competent overseas diplomatic mission

H. Apostille

- A type of legalization for use of documents outside of Korea
- A certification of the effect of student register documents issued outside of Korea so that the documents may be used in Korea without additional certification by the Korean consulate in the relevant foreign country (stationed country) in accordance with the Hague Convention Abolishing the Requirement of Legalisation for Foreign Public Documents

※ However, it applies only to member states to the Convention (see p. 31)



3

Types of students eligible for special admission

Types ¹⁾	Enforcement Decree of the Elementary and Secondary Education Act (Article 82(3))	Eligible students	Page
Type 1 (included in the regular enrollment quota)	Subparagraph 1	Persons who completed school education of at least nine years or school education equivalent to that of an elementary school and a middle school in a foreign country or in the area north of the Military Demarcation Line (MDL)	6
Type 2-A (outside the regular enrollment quota)	Subparagraph 2 (Item a)	Persons who returned to Korea after having attended a foreign school for at least two years, and transferred or gained transfer admission ²⁾ to, and graduated from, a domestic middle school (limited to persons who lived with their parents in the foreign country for at least two years)	8
Type 2-B (outside the regular enrollment quota)	Subparagraph 2 (Item b)	Children of scientists/engineers and professors who returned to Korea upon the invitation or on the recommendation of the Government, and transferred or gained transfer admission ²⁾ to, and graduated from, a domestic middle school	12
Type 2-C (outside the regular enrollment quota)	Subparagraph 2 (Item c)	Foreign students who, after attending a foreign school, transferred or gained transfer admission ²⁾ to, and graduated from, a domestic middle school (if one or both of the parents is a national of the Republic of Korea, students who completed the middle school curricula for at least two years in the foreign country)	14
Type 3 (outside the regular enrollment quota)	Subparagraph 3	Persons who attended a school north of the MDL for at least two years, and gained transfer admission ²⁾ to, and graduated from, a domestic middle school south of the MDL	17
Type 4 (included in the regular enrollment quota)	Subparagraph 4	Persons accredited to have academic background equivalent to middle school graduates pursuant to Article 97(1)3 or 98-3 of the Enforcement Decree of the Elementary and Secondary Education Act	19

¹⁾ Classified into six types in accordance with Article 82(3) of the Enforcement Decree of the Elementary and Secondary Education Act

²⁾ “Transfer admission” includes re-enrollment

※ Even when a person’s school records says “enrollment” because the person completed both elementary school and middle school education only at foreign schools, it should be read as “re-enrollment (transfer admission)” for the purpose of eligibility examination for special admission (excluding new admissions)



4

Examination schedule

Action	Dates		Remarks
	1 st	2 nd	
Document submission	Sep. 01, 2026 (Tue)	Oct. 19, 2026 (Mon)	○ Applicant (types 1 & 4) → district office of education ○ Applicant (types 2 & 3) → middle school
1st review and submission (middle school)	Sep. 02, 2026 (Wed)	Oct. 20, 2026 (Tue)	○ Middle school → district office of education
2nd review and submission (district office of education)	Sep. 11, 2026 (Fri)	Nov. 05, 2026 (Thu)	○ District office of education → Seoul Metropolitan Office of Education
Examination by Seoul Metropolitan Office of Education	Oct. 01, 2026 (Thu)	Nov. 23, 2026 (Mon)	
Result notification	Oct. 07, 2026 (Wed)	Nov. 25, 2026 (Wed)	○ Types 1 & 4 - Seoul Metropolitan Office of Education → district office of education → applicant ○ Types 2 & 3 - Seoul Metropolitan Office of Education → district office of education → middle school → applicant
Persons eligible for submission	Applicants for new admission to high schools in Seoul who wish to apply for special admission ※ However, applicants for science high schools, arts high schools (including Seoul Art High School), Seoul Physical Education High School, meister high schools, or specialized high schools must apply for the 1 st examination		○ Applicants may apply for either the first or second examination, whichever is compatible with the admission schedule of the schools applied for.

A. Document submission

- An applicant for examination of special admission must prepare and submit all of the documents required for their type.

※ Where necessary to prevent fraudulent special admission, etc., applicants may **be requested to provide additional documents**. And **no document so submitted will be returned**.

- Required documents to:
 - Types 1 & 4: District office of education having jurisdiction over the applicant's place of residence
 - Types 2 & 3: Middle school that the applicant attends (or graduated from)

B. 1st review and submission (middle school)

- Documents confirmed and supplemented by the middle school
- Documents submitted to the competent district office of education after review and approval by the school's vice principal

C. 2nd review and submission (district office of education)

- Documents confirmed and supplemented by the district office of education
- Documents submitted to the Seoul Metropolitan Office of Education after review and approval by a school supervisor in charge



D. Examination by Seoul Metropolitan Office of Education

- Documents confirmed and supplemented by the Seoul Metropolitan Office of Education
- Documents cross-checked by district offices of education
- Examination conducted by Seoul Metropolitan City High School Special Admission Eligibility Examination Committee (if required)
- The final list of students eligible for special admission determined

E. Result notification

- Result notified to students eligible for special admission

IV

Application and selection (assignment) process

High school type	Application process	Selection (assignment) process
High school where students are selected by the principal	Apply directly and individually to the desired high school	• Students are selected by the principal in accordance with the school's admission process. • Students falling under type 1 or 4 are selected as part of the regular enrollment quota. • Students falling under type 2-A, 2-B, 2-C, or 3 are selected outside the regular enrollment quota, within 2% of the school's enrollment quota.
	Gifted schools, special-purpose high schools (science, international, foreign language, arts, physical education, meister) specialized high schools, autonomous private high schools, Seoul Art High School, Hankook Sahmyook High School, Hankwang High School, etc.	
High school where students are selected by the superintendent of education	Submit an application to the current middle school; all applications are collected and filed to the competent district office of education. ※ For types 1 and 4, submit the application directly to the district office of education	• Special admission students are selected as part of the admission for late-admission high schools presided by the superintendent of education. • Students falling under type 1 or 4 are assigned to schools as part of the regular enrollment quota (randomly assigned by computer system) • Students falling under type 2-A, 2-B, 2-C, or 3 are assigned to schools outside the regular enrollment quota, within 2% of the enrollment quota of each school (randomly assigned by computer system)
	Regular high schools in the late-admission group where students are selected by the superintendent of education	

※ Students falling under type 2 or 3 are selected (assigned) outside the regular enrollment quota under Article 51, Subparagraph 2 of the Enforcement Decree of the Elementary and Secondary Education Act.

※ If a student who applies for special admission to a high school where students are selected by the principal is not accepted, the student may apply for special or general admission to a late-admission high school where students are selected by the superintendent of education.



V

Details by type

Type 1

Persons falling under Article 82(3)1 of Enforcement Decree of the Elementary and Secondary Education Act

Article 82 (Methods of admission process), Enforcement Decree of the Elementary and Secondary Education Act (3) An admission process for any of the following persons may be conducted in any methods other than those referred to in those paragraphs:

1. Persons who have completed school education of at least nine years or school education equivalent to that of an elementary school and a middle school in a foreign country or in the area north of the Military Demarcation Line;

① Eligible persons

- Persons who have completed school education of at least nine years in a foreign country or in the area north of the MDL
- Persons who have completed school education equivalent to that of an elementary school and a middle school in a foreign country or in the area north of the MDL
 - ▶ Persons who have completed **school education of at least nine years** in a foreign country or in the area north of the MDL, **even if they have not completed all elementary school and middle school curricula**
 - ▶ Persons who have completed **all curricula of elementary school and middle school** in a foreign country or in the area north of the MDL, **regardless of years of education**

② Required documents

A. Persons who have completed school education in a foreign country (※ Documents ② - ④: See p. 29)

- ① Application for examination (※ See p. 26)
- ② All grade transcripts and certificate of enrollment (graduation) from the foreign school
 - The documents must state the academic years enrolled, the period of school enrollment, and grades, and must bear the principal's signature or seal.
 - For schools listed on the Ministry of Education website, original copies of student register documents issued by the foreign school and a Letter of Confirmation (Appendix 3) must be submitted (※ See p. 28)

※ See Ministry of Education website

【Main page: Policy > Elementary, middle, and high school education > List of schools eligible for simplified procedures for processing student register documents of students returning from overseas, etc.】

⇒ The list does not represent accreditation of education at the listed schools; it only means that the schools are exempt from consular legalization or apostille for student register documents (certificate of enrollment, certificate of graduation, transcript, etc.) required for transfer admission to schools in Korea after returning from overseas.



- In case of schools not listed on the Ministry of Education website, ① the student register documents that are consular-legalized or apostilled by an overseas diplomatic mission must be submitted or ② the applicant must prove that the relevant school is a regular educational institution in the relevant country (by providing a list of schools accredited by the competent office of education in the relevant country, etc.)
- Any document issued in languages other than English or Korean must be translated in English or Korean and the translation must be notarized before submission.

③ Proof of the student's entry into and departure from Korea

④ A certified copy of resident registration or certificate of alien registration in which all family members are listed

B. Persons who have completed school education in the area north of the MDL (※ Documents ② - ⑤: See p. 29)

① Application for examination (※ See p. 26)

② Confirmation of registration of North Korean defector

③ Confirmation of academic background

④ Certificate of eligibility for educational support

⑤ Certificate of recognition of academic background

③ Submit to: District office of education having jurisdiction over a place of residence

④ Self-assessment checklist

Types	Question		Answer		Where an answer is "No"	Remarks
			Yes	No		
Eligibility	1	Have you completed school education in a foreign country or in the area north of the Military Demarcation Line?			Not eligible for application	
	2	Have you completed all elementary school and middle school curricula?			Go to Question 3	
	3	Have you completed school education of at least nine years in a foreign country or in the area north of the Military Demarcation Line?			Not eligible for application	
Required documents	4	Have you prepared all required documents?				
Recipient	5	The documents must be submitted to a district office of education having jurisdiction over a place of residence				See p. 41



Type 2-A

Persons falling under Article 82(3)2(a) of Enforcement Decree of the Elementary and Secondary Education Act

Article 82 (Methods of admission process), Enforcement Decree of the Elementary and Secondary Education Act (3) An admission process for any of the following persons may be conducted in any methods other than those referred to in those paragraphs:

2. Any of the following persons who transferred or gained transfer admission from a foreign school to a domestic middle school and graduated from the domestic middle school:
 - (a) Students who returned to Korea after having attended a foreign school for at least two years (limited to those who lived with their parents overseas for at least two years);
- (4) In applying paragraph (3) 2 (a), if the period of school attendance or the period of residence falls short of two years for unavoidable reasons, such as the period required for admission to a foreign school, they may apply by shortening the period of attendance at school or the period of residence listed in the same subparagraph and item through a review by an admission committee on qualifications for exceptional admission to high schools established in a City/Province.

1 Eligible persons

- Persons who have transferred or gained transfer admission from a foreign school to, and graduated from, a domestic middle school after having attended a foreign school for at least two years (* “Transfer admission” includes re-enrollment)
- The applicant must have resided with their parents overseas for at least two years (parents must have stayed overseas for at least one year) and completed at least a part of the middle school curricula.

▶ Foreign school

- A regular school or an accredited school located in a foreign country outside of Korea. However, an exception is granted to any person who attended a school in a third country other than the person's country of residence if deemed unavoidable due to regional or religious circumstances in the country of residence.
- Foreigners' schools located in Korea are not included.

▶ School attendance for at least two years

- The student is required to have attended the school for three years, where there is a hiatus in a period of school attendance
- 1st to 3rd grades of elementary school are excluded from the period of attendance
- If the period of attendance or the period of residence falls short (by not more than two months, respectively) for unavoidable reasons, such as the period required for admission to a foreign school, etc., the required period may be reduced after a review by the high school special admission eligibility examination committee.

▶ Transfer or transfer admission to middle school in Korea

- Students newly admitted to a middle school in Korea are not included in this type.
- At least a part of middle school education must be completed in a foreign country.
- Foreign school education and academic years are recognized based on the school years of each school level in Korea
 - Korean elementary school years: 1-6th grades in foreign countries
 - Korean middle school years: 7-9th grades in foreign countries
 - Korean high school years: 10-12th grades in foreign countries



► **Resided with parents overseas for at least two years**

- The period of co-residence with the parents is recognized only to the extent that it overlaps with the student's period of attendance (must live in the same country)
- For students from single-parent families, only the single parent needs to meet the requirement.

► **Parents staying for at least a year**

- Within the period of residence, only the period of actual stay is included and recognized.

※ Examples of students who do not meet the special admission requirements

- A student who resided overseas with his/her father but his/her mother resided in Korea:
⇒ Only one of parents resided overseas.
- A student who gained transfer admission to a middle school in Korea after completing 2nd to 4th grades and 7th grade overseas:
⇒ The student attended a school for less than three years non-consecutively (1st to 3rd grade of elementary school are excluded from the period of attendance).
- A student who transferred to a middle school in Korea after completing 4th to 6th grades in a foreign country:
⇒ The student failed to complete middle school curricula overseas.
- A student whose father and mother stayed for 18 months and 10 months, respectively:
⇒ Since the mother's period of stay is less than one year, the student is not eligible for special admission

2 Required documents

A. Required documents for all applicants (※ Documents ③ - ⑦: See p. 29)

- ① Cover of documents to be examined (※ See p. 24)
- ② Application for examination (※ See p. 26)
- ③ All grade transcript and certificate of enrollment (graduation) from the foreign school
 - The documents must state the academic years enrolled, the period of school enrollment, and grades, and must bear the principal's signature or seal.
 - For schools listed on the Ministry of Education website, original copies of student register documents issued by the foreign school and a Letter of Confirmation (Appendix 3) must be submitted (※ See p. 28)

※ See Ministry of Education website

【Main page: Policy > Elementary, middle, and high school education > List of schools eligible for simplified procedures for processing student register documents of students returning from overseas, etc.】

⇒ The list does not represent accreditation of education at the listed schools; it only means that the schools are exempt from consular legalization or apostille for student register documents (certificate of enrollment, certificate of graduation, transcript, etc.) required for transfer admission to schools in Korea after returning from overseas.

- In case of schools not listed on the Ministry of Education website, ① the student register documents that are consular-legalized or apostilled by an overseas diplomatic mission must be submitted or ② the applicant must prove that the relevant school is a regular educational institution in the relevant country (by providing a list of schools accredited by the competent office of education in the relevant country, etc.)



- Any document issued in languages other than English or Korean must be translated in English or Korean and the translation must be notarized before submission.
- ④ Certificate of enrollment (or management outside the regular enrollment quota, graduation, exemption) issued by the highest school attended in Korea before studying abroad
 - The document must specify the highest year of attendance and the final date of attendance.
 - If the student completed elementary school and middle school only in the foreign country, the “transcripts for all grades and a certificate of enrollment (graduation) from the foreign school” must be submitted instead.
- ⑤ Certificate of entry into and departure from Korea for the student and the student’s father and mother
- ⑥ A certified copy of resident registration where all family members are listed
- ⑦ A certified copy of overseas Korean national registration for the student and the student’s father and mother

Documents that can substitute a certified copy of overseas Korean national registration (not exhaustive)
▷ Immigration seal (stamp) of Korea and a country of residence affixed to passport ▷ Visa page stating the status of stay in the relevant country ▷ The parents’ certificate of employment (or letter, official document, etc., of appointment) stating a period of stay in the foreign country ▷ Letter of confirmation or certificate of residence issued by a local authority in the relevant country ▷ Any documents proving their stay in the relevant country, such as permanent residency, alien registration certificate, medical insurance certificate, driver’s license, residence permit, resident certificate, lease agreement, utility bill, etc.

B. Required additional documents (※ Documents ① - ④: See p. 29, submit only the applicable documents)

- ① Where the student attended school in a country different from where his/her parents resided due to international political circumstances, etc.:
 - ⇒ Certificate of education in the third country
- ② Where the student is from a single-parent family:
 - ⇒ Certificate of single-parent family or marriage certificate
- ③ Where either parent is not registered as a resident in Korea:
 - ⇒ Family relation certificate
- ④ Overseas Korean national:
 - ⇒ Certificate of overseas Korean registration, certificate of permanent residency (citizenship), or certified copy of canceled resident registration

③ Submit to: the middle school that the student attended (or graduated from)



4 Self-assessment checklist

Types	Question		Answer		Where an answer is "No"	Remarks
			Yes	No		
Eligibility	1	Is the school <u>located overseas</u> ?			Not eligible for application	Not eligible for application if the school is a foreigners' school located in Korea
	2	Did you attend the foreign school for at least two years ?			Not eligible for application	1 st -3 rd grades in elementary school not included in the period of attendance
	3	Did you attend the foreign school non-consecutively ?			If a period of school attendance is non-consecutive, a period of school attendance overseas shall be at least three years	
	4	Did you transfer or gain transfer admission (re-enrollment) to, and graduated from (or are expected to graduate from), a middle school in Korea after returning to Korea?			Not eligible for application	Not eligible in case of new admission
	5	Did you complete a part of middle school curricula in a foreign school?			Not eligible for application	
	6	Did you reside overseas with your father and mother for at least two years ?			Not eligible for application	A student from a single-parent family is eligible for application if the single parent meets the requirement
	7	Did your parents reside for at least two years and stay for at least one year ? (both requirements must be satisfied)			Not eligible for application	
Required documents	8	Have you prepared all required documents?				
Recipient	9	The documents must be submitted to the middle school that the student attended (and graduated from) .				



Type 2-B

Persons falling under Article 82(3)2(b) of Enforcement Decree of the Elementary and Secondary Education Act

Article 82 (Methods of admission process), Enforcement Decree of the Elementary and Secondary Education Act (3) An admission process for any of the following persons may be conducted in any methods other than those referred to in those paragraphs:

2. Any of the following persons who transferred or gained transfer admission from a foreign school to a domestic middle school and graduated from the domestic middle school:
 - (b) Children of scientists/engineers and professors returning to Korea upon the invitation or on the recommendation of the Government;

1 Eligible persons

- Children of scientists/engineers and professors returning to Korea upon government invitation or recommendation, who transferred or gained transfer admission from a foreign school to, and graduated from, a domestic middle school
(※ “Transfer admission” includes re-enrollment)

▶ Invitation or recommendation of the Government

- Must submit supporting documents for invitation or recommendation of the Government of the Republic of Korea

▶ Transfer or transfer admission to a domestic middle school

- Does not include new admission to domestic middle school
- Must complete a part of middle school curricula in a foreign country

※ Examples of students who do not meet the special admission requirements

- A child of a professor returning to Korea after residing overseas upon the invitation of a foreign government
⇒ Not an invitation of the Government of the Republic of Korea

2 Required documents (※ Documents ③ - ⑦: See p. 29)

- ① Cover sheet for eligibility examination documents (※ See p. 24)
- ② Application for examination (※ See p. 26)
- ③ All grade transcript and certificate of enrollment (graduation) from the foreign school
 - The documents must state the academic years enrolled, the period of school enrollment, and grades, and must bear the principal's signature or seal.
 - For schools listed on the Ministry of Education website, original copies of student register documents issued by the foreign school and a Letter of Confirmation (Appendix 3) must be submitted (※ See p. 28)

※ See Ministry of Education website

【Main page: Policy>Elementary, middle, and high school education>List of schools eligible for simplified procedures for processing student register documents of students returning from overseas, etc.】

⇒ The list does not represent accreditation of education at the listed schools; it only means that the schools are exempt from consular legalization or apostille for student register documents (certificate of enrollment, certificate of graduation, transcript, etc.) required for transfer admission to schools in Korea after returning from overseas.



- In case of schools not listed on the Ministry of Education website, ① the student register documents that are consular-legalized or apostilled by an overseas diplomatic mission must be submitted or ② the applicant must prove that the relevant school is a regular educational institution in the relevant country (by providing a list of schools accredited by the competent office of education in the relevant country, etc.)
- Any document issued in languages other than English or Korean must be translated in English or Korean and the translation must be notarized before submission.
- ④ Certificate of enrollment (or management outside the regular enrollment quota, graduation, exemption) issued by the highest school attended in Korea before studying abroad
 - The document must specify the year of last attendance and the date of last attendance.
 - If the student completed elementary school and middle school only in the foreign country, the “transcripts for all grades and a certificate of enrollment (graduation) from the foreign school” must be submitted instead.
- ⑤ Certificate of entry into and departure from Korea for the student and the student’s father and mother
- ⑥ A certified copy of resident registration where all family members are listed
- ⑦ A copy of the invitation or recommendation of the Government of the Republic of Korea

③ Submit to: the middle school that the student attended (and graduated from)

④ Self-assessment checklist

Types	Question	Answer		Where an answer is “No”	Remarks
		Yes	No		
Eligibility	1 Are you a child who returned to Korea on invitation of the Government of the Republic of Korea?			Not eligible for application	Not eligible for application if returned at recommendation of the foreign government
	2 After returning to Korea, did you <u>transfer or gain transfer admission (re-enrollment)</u> to, and graduated from (or are (expected to graduate from), a middle school in Korea?			Not eligible for application	Not eligible in case of new admission
Required documents	3 Have you prepared all required documents?				
Recipient	4 The documents must be submitted to the middle school that the student attended (and graduated from).				



Type 2-C

Persons falling under Article 82(3)2(c) of Enforcement Decree of the Elementary and Secondary Education Act

Article 82 (Methods of admission process), Enforcement Decree of the Elementary and Secondary Education Act (3) An admission process for any of the following persons may be conducted in any methods other than those referred to in those paragraphs:

2. Any of the following persons who transferred or gained transfer admission from a foreign school to a domestic middle school and graduated from the domestic middle school:
 - (c) Foreign students (if one or both of the parents is a national of the Republic of Korea, students who completed the middle school curricula for at least two years in the foreign country);

1 Eligible persons

- Foreign students who transferred or gained transfer admission from a foreign school to, and graduated from, a domestic middle school (※ “Transfer admission” includes re-enrollment)
- If one or both of the parents is a national of the Republic of Korea, the student must have completed the middle school curricula for at least two years in the foreign country.

▶ Foreign students

- Must verify nationality (country and region) as specified in the alien registration certificate or alien registration card
- Students with dual (multiple) nationalities must be treated as a Korean national.
- ※ Article 11-2 (Legal Status of Persons with Multiple Nationalities) of the Nationality Act
- For a name of applicant, use the name stated in the alien registration certificate (or alien registration card) or a translated name (if the translation has been notarized)

▶ Foreign school

- Regular school or accredited school located in a foreign country outside of Korea
- Foreigners' schools located in Korea are not included.

▶ Transfer or transfer admission to a domestic middle school

- New admission to a domestic middle school is not included.
- The student must have completed at least a part of middle school curricula in the foreign country.

▶ One or both of the parents is a national of the Republic of Korea

- Must verify the nationality of parents using the alien registration certificate or alien registration card
- Must submit supporting documents to verify the parents' nationality if one or both of the parents is not in Korea (translated documents must be notarized before submission, if any).



2 Required documents

A. Required documents for all applicants (※ Documents ③ - ⑥: See p. 29)

- ① Cover sheet for eligibility examination documents (※ See p. 24)
- ② Application for examination (※ See p. 26)
- ③ All grade transcript and certificate of enrollment (graduation) from the foreign school
 - The documents must state the academic years enrolled, the period of school enrollment, and grades, and must bear the principal's signature or seal.
 - For schools listed on the Ministry of Education website, original copies of student register documents issued by the foreign school and a Letter of Confirmation (Appendix 3) must be submitted (※ See p. 28)

※ See Ministry of Education website

【Main page: Policy>Elementary, middle, and high school education>List of schools eligible for simplified procedures for processing student register documents of students returning from overseas, etc.】

⇒ The list does not represent accreditation of education at the listed schools; it only means that the schools are exempt from consular legalization or apostille for student register documents (certificate of enrollment, certificate of graduation, transcript, etc.) required for transfer admission to schools in Korea after returning from overseas.

- In case of schools not listed on the Ministry of Education website, ① the student register documents that are consular-legalized or apostilled by an overseas diplomatic mission must be submitted or ② the applicant must prove that the relevant school is a regular educational institution in the relevant country (by providing a list of schools accredited by the competent office of education in the relevant country, etc.)
 - Any document issued in languages other than English or Korean must be translated in English or Korean and the translation must be notarized before submission.
- ④ Certificate of entry into and departure from Korea for the student and the student's father and mother
 - ⑤ Family relation certificate (supporting documents to verify family relations)
 - ⑥ Alien registration certificate or card
 - If both parents are foreigners: submit the certificates of both the parents and the student
 - If one of the parents is a Korean national: only submit the student's certificate

B. Required additional documents (only if applicable)

- If the student attended a domestic school before attending the foreign school
 - ⇒ Certificate of enrollment (management outside the regular enrollment quota, graduation, or exemption) issued by the highest school attended in Korea (※ See p. 29)
 - The document must specify the highest year of attendance and the final date of attendance.

3 Submit to: the middle school that the student attended (and graduated from)



4 Self-assessment checklist

Types	Question	Answer		Where an answer is “No”	Remarks
		Yes	No		
Eligibility	1 Are you a foreigner?			Not eligible for application	
	2 <u>A person with dual (multiple) nationalities</u> is not eligible for this process. <u>Are you not a person with dual (multiple) nationalities?</u>			Go to “Type 2-A”	Eligible for application if “yes”
	3 Is a school <u>located overseas</u> ?			Not eligible for application	Not eligible for application if the school is a foreigners’ school located in Korea
	4 Did you <u>transfer or gain transfer admission (re-enrollment)</u> to, and graduated from (or are expected to graduate from) a middle school in Korea?			Not eligible for application	Not eligible in case of new admission
	5 (If one or both of the parents is a Korean national) <u>Did you complete middle school curricula for at least two years in the foreign country?</u>			Not eligible for application	
Required documents	6 Have you prepared all required documents?				
Recipient	7 The documents must be submitted to the middle school that the student attended (and graduated from).				



Type 3

Persons falling under Article 82(3)3 of Enforcement Decree of the Elementary and Secondary Education Act

Article 82 (Methods of admission process), Enforcement Decree of the Elementary and Secondary Education Act (3) An admission process for any of the following persons may be conducted in any methods other than those referred to in those paragraphs:

3. Persons subject to protection defined in subparagraph 2 of Article 2 of the North Korean Defectors Protection and Settlement Support Act, who gained transfer admission to and graduated from a middle school in the area south of the Military Demarcation Line after having attended a school north of the Military Demarcation Line for at least two years;

Article 2 (Definitions), North Korean Defectors Protection and Settlement Support Act The terms used in this Act are defined as follows:

1. The term "North Korean defector" means a person who has residence, lineal ascendants and descendants, spouses, workplaces, etc. in the area north of the Military Demarcation Line, and who has not acquired any foreign nationality after escaping from North Korea;
2. The term "person eligible for protection" means a North Korean defector who is provided with protection and support pursuant to this Act;

① Eligible persons

- North Korean defectors subject to protection and support pursuant to the North Korean Defectors Protection and Settlement Support Act, who gained transfer admission to and graduated from a middle school in the area south of the MDL after having attended a school north of the MDL for at least two years

(※ "Transfer admission" includes re-enrollment)

② Required documents (※ Documents ③ - ⑥: See p. 29)

- ① Cover sheet for eligibility examination documents (※ See p. 24)
- ② Application for examination (※ See p. 26)
- ③ A certified copy of resident registration where all family members are listed
- ④ Confirmation of registration of North Korean defector
- ⑤ Confirmation of academic background: a part of middle school curricula must have been completed in North Korea
- ⑥ Certificate of eligibility for educational support

③ Submit to: the middle school that the student attended (and graduated from)



4 Self-assessment checklist

Types	Question	Answer		Where an answer is “No”	Remarks
		Yes	No		
Eligibility	1 Are you a North Korean defector eligible for protection and support pursuant to the North Korean Defectors Protection and Settlement Support Act?			Not eligible for application	
	2 Did you gain transfer admission (re-enrollment) to and graduated from a middle school in the area south of the MDL after <u>having attended a school north of the MDL for at least two years?</u>			Not eligible for application	
	3 Did you <u>complete a part of middle school curricula</u> in North Korea?			Not eligible for application	
Required documents	4 Have you prepared all required documents?				
Recipient	5 The documents must be submitted to the middle school that the student attended (and graduated from).				



Type 4

Persons falling under Article 82(3)4 of Enforcement Decree of the Elementary and Secondary Education Act

Article 82 (Methods of admission process), Enforcement Decree of the Elementary and Secondary Education Act (3) An admission process for any of the following persons may be conducted in any methods other than those referred to in those paragraphs:

4. Persons recognized as having academic background equivalent to that of a middle school graduate pursuant to Article 97(1)3 or 98-3.

Article 97 (Acknowledgment of academic background equivalent to middle school graduates), Enforcement Decree of the Elementary and Secondary Education Act (1) Any of the following persons shall be deemed to have an academic background equivalent to that of a middle school graduate in entering a school of higher grade:

3. A person who has been acknowledged by the superintendent of education through deliberation by the Academic Background Deliberative Committee that he or she has an academic background equivalent to that of a person who completed school curricula for at least nine years in the Republic of Korea, among those falling under any subparagraph of Article 98-2(1);

Article 98-3 (Schools that may acknowledge academic background and determine academic year) of Enforcement Decree of the Elementary and Secondary Education Act

- (1) Notwithstanding Articles 96(1)2, 97(1)3, and 98(1)3, where the head of a school in which students more than a fixed number determined by the superintendent of education are North Korean defectors, etc. (excluding those falling under Article 98-2(1)3; hereafter in this Article, the same shall apply) files an application, the superintendent of education may require the head of the school to acknowledge academic background and determine an academic year for North Korean defectors, etc. in the relevant school.
- (2) Matters necessary for acknowledging academic background and determining an academic year of a school that may acknowledge academic background and determine an academic year pursuant to paragraph (1) shall be prescribed by school regulations.

1 Eligible persons

- Persons who have been acknowledged by the superintendent of education through deliberation by the Academic Background Deliberative Committee that they have academic background equivalent to that of a person who completed school curricula for at least nine years in Korea
- Persons who have been acknowledged by the head of school where students more than a fixed number determined by the superintendent of education are North Korean defectors, etc. to acknowledge academic background and determine an academic year that they have academic background equivalent to that of middle school graduate



② Required documents (※ Documents ② - ⑥: See p. 29)

- ① Application for examination (※ See p. 26)
- ② Certified copy of resident registration where all family members are listed or certificate of alien registration
- ③ Confirmation of registration of North Korean defector (in case of a North Korean defector)
- ④ Confirmation of academic background (in case of a North Korean defector)
- ⑤ Certificate of eligibility for educational support (in case of a North Korean defector)
- ⑥ Certificate of recognition of academic background

③ Submit to: District office of education having jurisdiction over the place of residence

④ Self-assessment checklist

Types	Question	Answer		Where an answer is “No”	Remarks
		Yes	No		
Eligibility	1 Has a superintendent of education acknowledged, through a deliberation by the Academic Background Deliberative Committee, that you have academic background <u>equivalent to that of a person who completed school curricula for at least nine years</u> ?			Go to Question 2	
	2 Has the head of the school where students more than a fixed number determined by the superintendent of education are North Korean defectors, etc. acknowledged that you have <u>academic background equivalent to that of middle school graduate</u> ?			Not eligible for application	
Required documents	3 Have you prepared all required documents?				
Recipient	4 The documents must be submitted to a district office of education having jurisdiction over the place of residence.				See p. 41



VI

Prior notification: (proposed) revision of eligibility requirements for special new admission to high schools

School Support Division

With the abolishment of the Guidelines for Processing Special Admission to Middle and High Schools (Ministry of Education Notice No. 2022-37) and the expiration of the term thereof, we hereby issue this prior notification on the (proposed) revision of eligibility requirements for special new admission to high schools in accordance with the City/Province Common Standards for Processing Special Admission to Middle and High Schools that are newly established.

1

Legal basis

- Articles 51 and 82(3) of Enforcement Decree of the Elementary and Secondary Education Act
- City/Province Common Standards for Processing Special Admission to Middle and High Schools (School and Teacher Policy Research Office of Korean Educational Development Institute-848, Feb. 13, 2024)

2

Improvements

☐ Clarification of terms related to special admission

- Prevent confusion among students, parents, and the related personnel by clearly stating that **re-enrollment and transfer admission to middle schools must be processed in the same way**

“Transfer admission” includes re-enrollment

[Note]

- Article 82(3) of Enforcement Decree of the Elementary and Secondary Education Act: Transfer admission (no distinction between persons subject to compulsory education and persons not subject to compulsory education)
- Guidelines for Preparation and Management of School Records: Distinction between persons subject to compulsory education (re-enrollment) and persons not subject to compulsory education (transfer admission)

☐ Specification of eligibility standards for special cases (time of re-enrollment)

- Specifically state that if a student enters **before a third of the total middle school days* pass**, the student must be deemed not to have completed the middle school curricula and the case must be regarded as new admission (**not eligible for special admission**)

However, if a student re-enrolls for the first time in the 1st grade until at least two thirds of the total school days for the relevant school year are left, the case must be regarded as new admission

* Article 45 (Number of School Days) of Enforcement Decree of the Elementary and Secondary Education Act: At least 190 days per school year in high school



■ Application examples

※ When applying 190 school days:

1. Re-enrollment (transfer admission) as of Jun 16, 2025: regarded as transfer admission if less than 2/3 of the school days are left
→ Eligible for special admission
2. Re-enrollment (transfer admission) as of Mar. 17, 2025: regarded as new admission if at least 2/3 of the school days are left
→ Not eligible for special admission

□ (Proposed) revision of eligibility requirements

Types		Qualifications
Type 1		Persons who completed school curricula of at least nine years or school education equivalent to that of an elementary school and a middle school in a foreign country or in the area north of the MDL
Type 2	Item (a)	Persons who returned to Korea after having attended a foreign school for at least two years, and transferred or gained transfer admission* to, and graduated from, a domestic middle school (limited to persons who lived with their parents overseas for at least two years)
	Item (b)	Children of scientists/engineers and professors who returned to Korea upon the invitation or on the recommendation of the Government, and transferred or gained transfer admission* to, and graduated from, a domestic middle school
	Item (c)	Foreign students who transferred or gained transfer admission* to, and graduated from, a domestic middle school (limited to students who completed the middle school curricula for at least two years in the foreign country, if one or both of the parents is a national of the Republic of Korea)
Type 3		Persons eligible for protection pursuant to Article 2, subparagraph 2 of the North Korean Defectors Protection and Settlement Support Act, who attended a school north of the MDL for at least two years and gained transfer admission* to, and graduated from, a domestic middle school
Type 4		Persons recognized as having academic background equivalent to that of a middle school graduate pursuant to Article 97(1)3 or 98-3 of the Enforcement Decree of the Elementary and Secondary Education Act

* **“Transfer admission” includes re-enrollment. However, if a student re-enrolls for the first time in the 1st grade until at least two thirds of the school days for the relevant school year are left, the student must be regarded as new admission**

※ In applying paragraph 2(a), if the period of school attendance or the period of residence falls short of two years (by not more than two months, respectively) for unavoidable reasons, such as the period required for admission to a foreign school, they may apply by shortening the period of attendance at school or the period of residence listed in the same subparagraph and item through a review by an admission committee on qualifications for exceptional admission to high schools established in a City/Province.

□ Expected effects

- Prevent confusion in special new admission by clarifying the qualifications and concept of transfer admission



3 Application of grace period

- Apply a grace period of three years until the high school admission process for the 2028 academic year*

* Persons eligible for grace period: persons who gained transfer admission (re-enrollment) until “1/3 of the school days” for the 2022–2024 academic years pass

4 Future schedules

- Prior notification of the master plan for high school admission process in Seoul: 2025–2027 academic years
- Application of the master plan for high school admission process in Seoul for the 2028 academic year: March 2027
- Determination and distribution of (proposed) guidelines for processing special new admission to high schools in Seoul for the 2028 academic year: August 2027



Guidelines for Processing Special New Admissions to High Schools in Seoul for the 2027 Academic Year

Appendix 1

(Form) Cover sheet for eligibility examination documents for special admission to high schools (Type 2, Type 3)

Cover sheet for eligibility examination documents for special admission to high schools for 2027 academic year

Confirmation Seal	Vice principal	School supervisor

School name	Middle School	Name		Gender	Male / Female
Contact	(Guardian) (School)				

Applicant type Required documents	Student who returned to Korea after having attended a foreign school (subparagraph 2(a))	Child of scientist/engineer or professor (subparagraph 2(b))	Foreign student (subparagraph 2(c))		North Korean defector (subparagraph 3)	Remarks
			Both parents are foreigners	One or both parents is a Korean national		
	☐	☐	☐	☐	☐	
Application for examination of eligibility for special admission process to high schools	☐	☐	☐	☐	☐	
All grade transcripts and certificate of enrollment (graduation) from the foreign school	☐	☐	☐	☐		
Certificate of enrollment (management outside the regular enrollment quota, graduation, or exemption) issued by the highest school attended in Korea before studying abroad	☐	☐	(☐)	(☐)		
Certificate of entry into and departure from Korea	☐ (father-mother-student)	☐ (father-mother-student)	☐ (student)	☐ (student)		
Certified copy of resident registration where all family members are listed	☐	☐			☐	
Certificate of overseas Korean registration, certificate of permanent residency (citizenship), or certified copy of canceled resident registration	(☐)					Overseas Korean
Certified copy of overseas Korean national registration (or substitute documents)	☐ (father-mother-student)					
Copy of government invitation or recommendation for the scientist/engineer or professor		☐				
Certificate of receipt of education in the 3 rd country	(☐)					
Family relation certificate (supporting documents confirming family relations)	(☐)		☐	☐		
Alien registration certificate or alien registration card			☐ (father-mother-student)	☐ (student)		
Confirmation of registration of North Korean defector					☐	
Confirmation of academic background					☐	
Certificate of eligibility for educational support					☐	



Instructions

1. Check the appropriate box (☐) for the relevant type with a check mark (✓).
2. In principle, submit original copies. However, if unavoidable, the applicant may submit copies of all documents submitted to (and kept by) the middle school when being assigned for transfer admission, along with the additional documents, after verifying them against the original copies.
3. In the transcripts and certificate of enrollment (graduation) issued by the foreign school, the following must be marked with red ballpoint pen or highlighter: name; school name; date of admission and final date of attendance (period of school attendance); school attendance years (mark in local school year formats); grades (for the relevant school years), etc.
4. The vice principal of the middle school concerned and the school supervisor in charge in the district office of education concerned must check the submitted documents for the applicant type in each item, and, if there is no issue, color the “○” on the cover sheet for eligibility examination documents into “●” and affix a seal (or place a signature) in the “Confirmation Seal” box.
5. The documents submitted must be filed in the order specified in the list of documents submitted, and the cover sheet for eligibility examination documents must be the front page. Among the required documents, () are only required for the applicable persons.
6. Important matters regarding the submissions
 - A. All grade transcript and certificate of enrollment (graduation) from foreign schools
 - They must specify the academic years enrolled and the period of enrollment, and must be signed or sealed by the principal. And the transcripts must specify the grades for each semester.
 - A school listed on the Ministry of Education website must submit an original copy of foreign school student register documents and a letter of confirmation (Appendix 3). And a school not listed on the website must submit the same after obtaining consular legalization or an apostille.
 - Any document issued in languages other than English or Korean must be translated in English or Korean and the translation must be notarized before submission.
 - B. Certificate of enrollment (management outside the regular enrollment quota, graduation, or exemption) issued by the highest school attended in Korea before studying abroad
 - The highest year of enrollment and the final date of attendance shall be stated
 - If a student completed elementary school and middle school only in foreign countries, a document specified in 6.-A. must be submitted instead.
 - C. Certificate of entry into and departure from Korea
 - For Type 2-A and Type 2-B, certificates for the father, the mother, and the student are required. For Type 2-C, the certificate is required only for the student.
 - D. Certified copy of resident registration where all family members are listed: If all family members are not registered, additional supporting documents must be submitted depending on the reason.
 - E. Overseas Koreans are only required to submit one of the following: certificate of overseas Korean registration; certificate of permanent residency (citizenship); or certified copy of canceled resident registration.
 - F. Certified copy of overseas Korean national registration or substitute thereof (certificate of employment, passport, etc.)
 - If a certified copy of overseas Korean national registration is not available, supporting documents must be submitted so that a period of residence in the foreign country can be confirmed.
 - G. Family relation certificate
 - A foreigner must submit a certificate issued by the foreign government, equivalent to a family relation certificate.
 - H. Certificate of receipt of education in third country
 - This is required only if a student attended a school in a country different from where his/her parent resided due to international political circumstances, etc.



Guidelines for Processing Special New Admissions to High Schools in Seoul for the 2027 Academic Year

Appendix 2

(Form) Application for eligibility examination for special admission to high schools (for all applicants)

Application for eligibility examination for special admission to high schools in 2027 academic year						
Applicant	Name	(Korean)	Gender		Date of birth	
		(English)			Contact	
	Address					
	School	Middle School 3 rd Grade Class No				
Guardian	Name		Relation		Contact	
					Contact	
Academic background of applicant	Domestic academic background	To YYYY. MM. DD. () Middle School () Grade (graduation·completion·enrollment)				
	Foreign academic background	Country	School name	Period of attendance	Years attended overseas (specify in local school years)	
				(. . . years . . . months) .	(- grade) (graduated, completed, attending)	
				(. . . years . . . months) .	(~ grade) (graduated, completed, attending)	
				(. . . years . . . months) .	(~ grade) (graduated, completed, attending)	
			(. . . years . . . months) .	(~ grade) (graduated, completed, attending)		
※ Only for persons falling under any item of subparagraph 2 (Types 2-A, 2-B, or 2-C)						
Period of overseas residence and stay	Type	Date of departure	Date of entry	Period of residence	Period of actual stay	
	Applicant	. . .	. . .	years months days	years months days	
	Father	. . .	. . .	years months days	years months days	
	Mother	. . .	. . .	years months days	years months days	
Date of transfer or transfer admission	YYYY. MM. DD., transferred to Middle School () grade			Basis of transfer or transfer admission	Falling under Article 82(3)2()	
The application and supporting documents are hereby submitted to be examined for eligibility for special admission to high schools in Korea for the 2027 academic year. In addition, I consent to the collection, use, and provision of personal information, and the processing of sensitive information and unique identifying information for examining the special admission pursuant to the Personal Information Protection Act and Article 106-3 of Enforcement Decree of the Elementary and Secondary Education Act. 2026. MMM. DD. Student Name Sign or (seal) Guardian Name Sign or (seal) It is hereby confirmed by the supporting documents concerned that the facts stated above are true and accurate. <i>Principal, OO Middle School (official seal) or Head of Secondary Education Support Division, OO District Office of Education (sign)</i> To Superintendent, Seoul Metropolitan Office of Education						



Instructions

1. This form must be filled out by a guardian based on supporting documents and confirmed by the teacher in charge.
2. The name must be stated in Korean and English as stated in the passport. And the address must be specified in the street address format.
3. For the names of the guardians, provide the names of both the father and the mother. If the student is from a single-parent family or has any other guardian, state the facts. For contact, provide a mobile phone number. If no mobile phone number is available, specify all contactable numbers, such as a home telephone number.
4. Applicant's academic background
 - A. Domestic academic background, if any, must be stated based on the date in the certificate of enrollment (management outside the regular enrollment quota, graduation, or exemption) issued by the highest school attended in Korea before studying abroad.
 - B. Overseas academic background must be stated, in the format of local school years, based on the date in the grade transcripts or the certificate of enrollment from the foreign school.
5. Period of overseas stay and residence
 - A. The term "period of residence" means a period, based on a certified copy of overseas Korean national registration, during which a person actually resided in a relevant country to reside therein.
 - B. A period of stay must be calculated based on the certificate of entry into and departure from Korea, by adding up the periods during which the person actually stayed in the relevant country within the period of residence (however, an exception is allowed for persons who attended a school in a third country other than the country of residence, only where it is recognized as unavoidable due to region, religion, etc. in the country of residence)



Appendix 3

(Form) Letter of confirmation

Letter of confirmation

Name:

Date of birth: YYYY. MM. DD.

☐ Address:

☐ Contact:

☐ Name of foreign school:

(Sheet name: , Row No.:)

It is confirmed hereby that the student register documents for special admission of student stated above are issued by the incumbent principal of the foreign school, and that no objection will be filed against any administrative measures, such as revocation of admission, etc., that may arise in cases where any of the documents are found to have been forged or falsified.

YYYY. MM. DD.

Relation with the student: Name: Sign or (seal)

※ Website of the Ministry of Education

【 Main page: Policy>Elementary, middle, and high school education>List of schools eligible for simplified procedures for processing student register documents of students returning from overseas, etc., 】

※ Identify a school at issue in the Excel file posted, and state school name, sheet name (e.g., Vietnam), and row number (e.g., row 6)



Appendix 4

Required documents and issuing authorities by type

1. Required documents and issuing authorities by type

Documents to be submitted	Types	Type 2			Type 3	Type 4	Issuing authorities
	Type 1	2-A	2-B	2-C			
Application for eligibility examination for special admission to high schools	○	○	○	○	○	○	[Appendix 2] Form
All grade transcripts and certificate of enrollment (graduation) from foreign schools	○	○	○	○			Obtain consular legalization or Apostille after receiving the documents from the foreign schools
Certificate of enrollment (management outside the regular enrollment quota, graduation, or exemption) issued by the highest school attended in Korea before studying abroad		○	○	(○)			Elementary, middle, and high schools, civil service divisions of office of education, etc.
Certificate of entry into and departure from Korea	○	○	○	○			Gu office and community service center, Korea Immigration Service, Gov.kr website
Family relation certificate		(○)		○			Gu office and community service center, website of electronic family relation registration system of the Supreme Court
Certified copy of resident registration where all family members are listed	○	○	○		○	○	Gu office and community service center, Gov.kr website
Certificate of overseas Korean registration		(○)					Gu office and community service center, Korea Immigration Service, Gov.kr website
Certified copy of overseas Korean national registration		○					Overseas diplomatic missions, Overseas Koreans Agency (Overseas Koreans Service Support Center (in person), Overseas Koreans 365 Civil Service Portal (Internet))
Copy of government's invitation or recommendation for scientist/engineer or professor			○				Competent ministries
Certificate of receipt of education in the third country		(○)					Overseas diplomatic missions in the country where the parents stayed
Certificate of alien registration in Korea (father, mother, student)	(○)			○		(○)	Gu office and community service center, Korea Immigration Service, Gov.kr website
Confirmation of registration of North Korean defector	(○)				○	(○)	Gu office concerned, Gov.kr website, North Korean defectors portal (Hana Portal)
Confirmation of academic background	(○)				○	(○)	Gu office and community service center, North Korean defectors portal (Hana Portal)
Certificate of eligibility for educational support	(○)				○	(○)	Gu office and community service center concerned
Certificate of recognition of academic background	(○)					○	Seoul Metropolitan Office of Education (Student Customized Support Officer)
Single-parent family certificate		(○)					Gu office and community service center, Gov.kr website
Marriage certificate		(○)					Gu office and community service center, website of electronic family relation registration system of the Supreme Court

※ Among the required documents, () is only required for the applicable persons.

※ Internet websites for certificate issuance: See [Appendix 9]



2. How to use official documents of foreign countries in Korea

☐ Related provisions

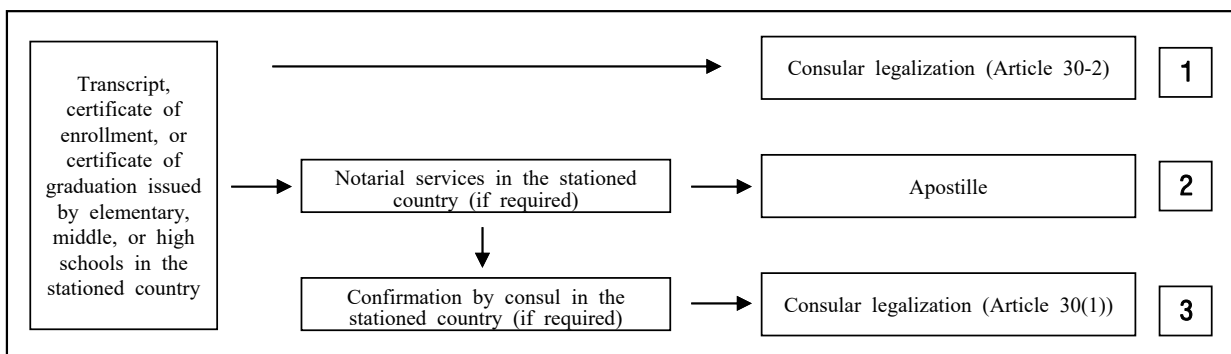
- **Article 30 (Confirmation of official document of stationed country), Act on Notarial Acts Done at Diplomatic Missions Abroad**
 - (1) A consul in charge of notarial services may confirm the authenticity of a seal impression and signature affixed to a document issued by a public official of the stationed country or notarized by a notary public of the stationed country, and the position of the public official or notary public concerned; provided, if the stationed country is a member state of the Convention Abolishing the Requirement of Legalization for Foreign Public Documents (hereinafter referred to as the "Apostille Convention"), the consul in charge of notarial services shall comply with the Apostille Convention.
- **Article 30-2 (Confirmation of documents for submission to administrative agencies), Act on Notarial Acts Done at Diplomatic Missions Abroad**
 - (1) A consul in charge of notarial services may confirm one of the following facts for documents prescribed by Presidential Decree, which are for submission to an administrative agency of the Republic of Korea:
 1. That the document has been issued in an area under the jurisdiction of the consul in charge of notarial services;
 2. That the document has been via the diplomatic mission pursuant to the relevant statutes.
- **Article 35 (Issuance of written confirmations for documents for submission to administrative agencies), Enforcement Decree of the Act on Notarial Acts Done at Diplomatic Missions Abroad**
 - (1) Where a consul in charge of notarial services uses the blank space of a document prescribed in Article 30-2(1) of the Act for confirmation pursuant to Article 31(1) of the Act, he or she shall affix a stamp for confirmation according to the following categories, enter the number of confirmation, and affix his or her official seal after signing or writing his or her name:
 1. Where confirming the fact prescribed in Article 30-2(1)1 of the Act: The stamp for confirmation prescribed in subparagraph 2 of Appendix 4;
 2. Where confirming the fact prescribed in Article 30-2(1)2 of the Act: The stamp for confirmation prescribed in subparagraph 3 of Appendix 4.
 - (2) Where a consul in charge of notarial services confirms by means of a written confirmation prescribed in Article 30-2(1) of the Act and a separate document pursuant to Article 31(1) of the Act, he or she shall attach the cover of a written confirmation in attached Form 37 in front of the document confirmed and shall attach a written confirmation in the following document forms behind the document confirmed:
 1. Where confirming the fact prescribed in Article 30-2(1)1 of the Act: Attached Form 40;
 2. Where confirming the fact prescribed in Article 30-2(1)2 of the Act: Attached Form 41.

☐ Summary of the provisions

- The student register documents of the foreign country may be confirmed by the Korean consulate stationed in the foreign country to be used in Korea (with consular legalization).
- However, if the relevant country is a member state of the Apostille Convention, consular legalization may be substituted with an apostille.

☐ How to use official documents of a foreign country in Korea

- An official document (transcript, etc.) issued in a foreign country must be submitted after obtaining consular legalization of diplomatic missions abroad or an apostille.
- There are three ways to use student register documents in Korea:





☐ **Member states of Apostille Convention (127 states)**

(as of Mar. 30, 2025)

Region	State
Asia and Oceania	New Zealand, Niue, Marshall Islands, Mauritius, Mongolia, Vanuatu, Bahrain, Bangladesh, Brunei, Samoa, Saudi Arabia, Singapore, Australia, Israel, India, Indonesia, Japan, Oman, Uzbekistan, China (including Macao and Hong Kong), Kyrgyzstan, Cook Islands, Tajikistan, Tonga, Pakistan, Palau, Fiji, Philippines, Republic of Korea
Europe	Greece, Netherlands, Norway, Denmark, Germany, Latvia, Russia, Romania, Luxembourg, Lithuania, Liechtenstein, North Macedonia, Monaco, Montenegro, Moldova, Malta, Belgium, Belarus, Bosnia and Herzegovina, Bulgaria, San Marino, Serbia, Sweden, Switzerland, Spain, Slovakia, Slovenia, Armenia, Iceland, Ireland, Azerbaijan, Andorra, Albania, Estonia, United Kingdom, Austria, Ukraine, Italy, Georgia, Czech Republic, Kazakhstan, Kosovo, Croatia, Cyprus, Turkiye, Portugal, Poland, France, Finland, Hungary
North America	United States (including Guam, Northern Mariana Islands, Saipan, and Puerto Rico), Canada
Central and South America	Guyana, Guatemala, Grenada, Nicaragua, Dominican Republic, Dominica, Mexico, Barbados, Bahamas, Venezuela, Belize, Bolivia, Brazil, Saint Lucia, Saint Vincent and the Grenadines, Saint Kitts and Nevis, Suriname, Argentina, Antigua and Barbuda, Ecuador, El Salvador, Honduras, Uruguay, Chile, Costa Rica, Colombia, Trinidad and Tobago, Panama, Peru, Paraguay, Jamaica
Africa	Namibia, South Africa, Liberia, Lesotho, Malawi, Morocco, Botswana, Sao Tome and Principe, Senegal, Seychelles, Eswatini, Cabo Verde, Burundi, Tunisia, Rwanda

※ Websites providing access to the latest member state list

- ① Hague Conference on Private International Law (www.hcch.net) → Apostille → Updated list of Contracting States
- ② Overseas Koreans Agency (www.oka.go.kr) → Overseas Koreans support services → Civil services → Apostille and consular legalization

※ Examination will be conducted by applying the latest member state list under the related statutes (Article 30 of the Act on Notarial Acts Done at Diplomatic Missions Abroad) after the final base date of the Overseas Koreans Agency (2025.05.30.)



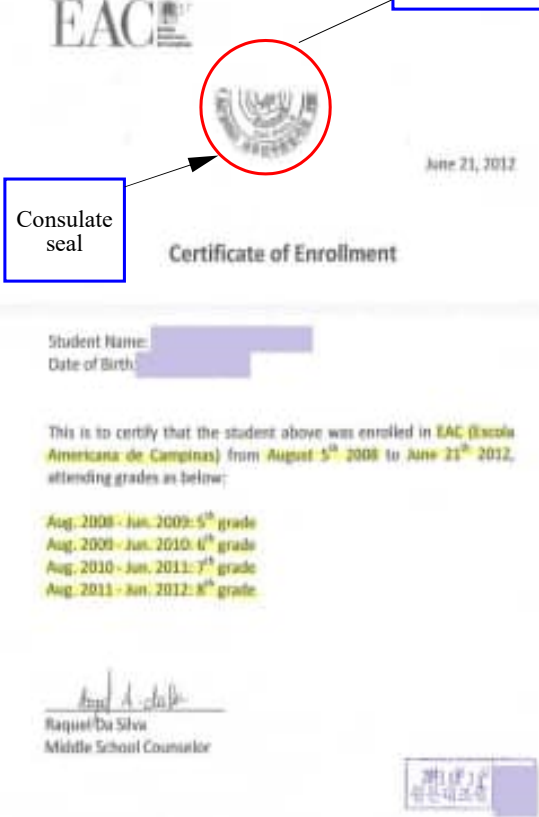
Guidelines for Processing Special New Admissions to High Schools in Seoul for the 2027 Academic Year

Appendix 5

Samples of key documents

Application for eligibility examination for special admission to high schools in the 2027 academic year						
Applicant	Name	(Korean) 김 영 호	Gender	Male	Date of birth	2011. 08. 26.
		(English) Kim Yeongho			Contact	010-0000-1111
	Address	117-203, Songwol-gil, Seodaemun-gu, Seoul				
	School	Seoul Middle School 3rd Grade Class 2 No. 3				
Guardian	Name	Kim Cheolsoo	Relation	Father	Mobile phone	010-0000-0000
		Lee Yeonghee		Mother	Mobile phone	010-1111-1111
Academic background of applicant	Domestic academic background	To 2021. 07. 20. (Seoul Elementary) School (4th) Grade (graduation · completion · enrollment)				
	Foreign academic background	Country	School name	Period of attendance	Years attended overseas (state in local grade)	
		China	0000 School	2021. 09. 01- 2025. 07. 02. (3 years 10 months)	(4 th - 8 th grade) (graduated, completed, attending)	
				(. . . years . . . months)	(- grade) (graduated, completed, attending)	
				(. . . years . . . months)	(- grade) (graduated, completed, attending)	
			(. . . years . . . months)	(- grade) (graduated, completed, attending)		
※ Only for persons falling under any item of subparagraph 2 (Types 2-A, 2-B, or 2-C)						
Period of overseas residence and stay	Type	Date of departure	Date of entry	Period of residence	Period of actual stay	
	Applicant	2021. 07. 24.	2025. 07. 29.	4 years 6 days	3 years 10 months	
	Father	2021. 04. 22.	2025. 08. 07.	4 years 3 months 17 days	3 years 6 months	
	Mother	2021. 07. 24.	2025. 07. 29.	4 years 6 days	3 years 10 months	
Date of transfer or transfer admission	On Aug. 09, 2025, transferred to middle school (2nd) grade			Basis of transfer or transfer admission	Falling under Article 82(3)2(a) of Enforcement Decree of the Elementary and Secondary Education Act	
The application and supporting documents are hereby submitted to be examined for eligibility for special admission to high schools in Korea for the 2027 academic year. In addition, I consent to the collection, use, and provision of personal information, and the processing of sensitive information and unique identifying information for examining the special admission pursuant to the Personal Information Protection Act and Article 106-3 of Enforcement Decree of the Elementary and Secondary Education Act. 2026. 10. 14. Student Name Kim Yeongho Sign or (seal) Guardian Name Kim Cheolsoo Sign or (seal) It is hereby confirmed based on the supporting documents concerned that the facts stated above are accurate and true. Principal, Middle School (seal) To Superintendent, Seoul Metropolitan Office of Education						



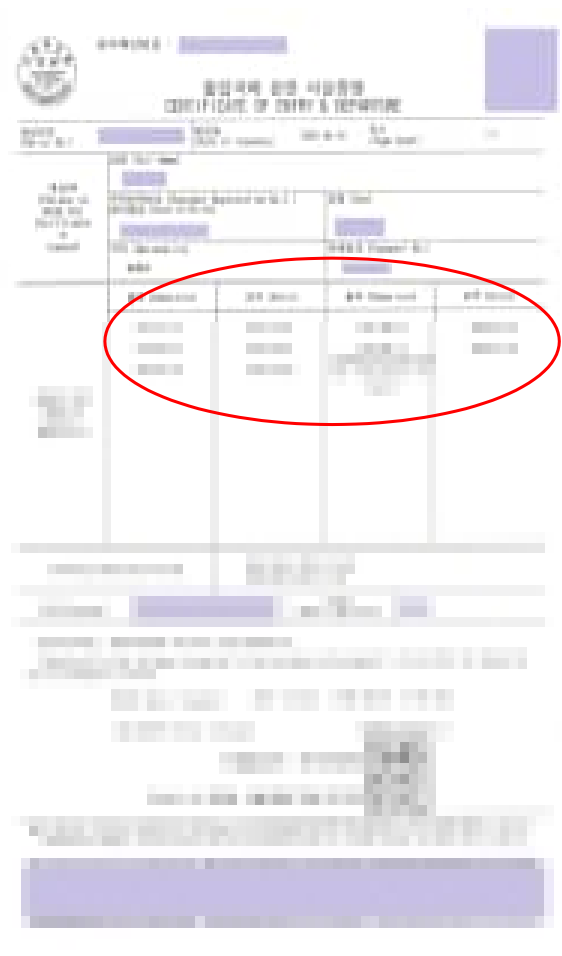
Consular legalization (Attached Form 37 pursuant to Enforcement Decree of the Act on Notarial Acts Done at Diplomatic Missions Abroad)	Certificate of enrollment	Transcript
(Consular legalization) 1st method 	(Consular legalization) 1st method Affix the consulate seal on both the front and back pages  Consulate seal	(Consular legalization) 1st method 
Front cover of the letter of confirmation (statutory form)	(Insert 1) ⇒ Aug. 05, 2008 – Jun. 21, 2012 Certificate of enrollment	(Insert 2) ⇒ 6th - 8th grade Transcript (2009 - 2012)



Guidelines for Processing Special New Admissions to High Schools in Seoul for the 2027 Academic Year

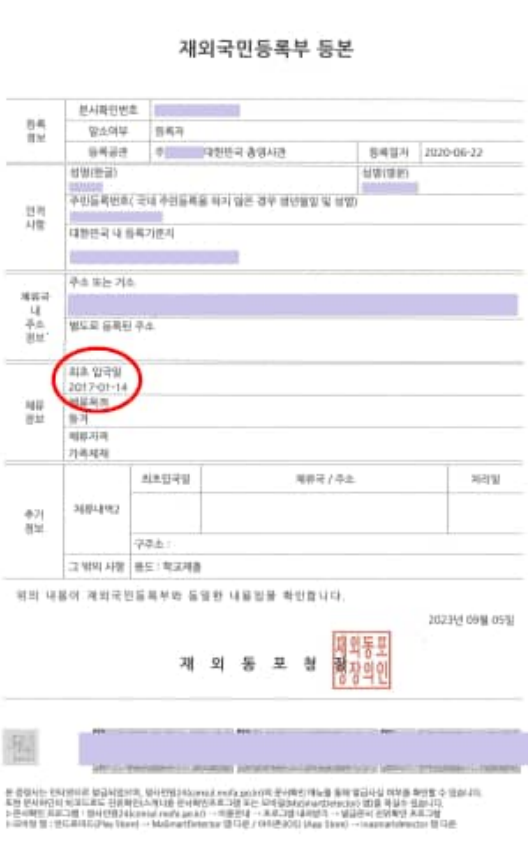
Transcript (Consular legalization) 1st method Affix consulate seal across front and back pages (Insert 3) ⇒ 5th grade transcript (2008 - 2009)	Consular legalization (Attached Form 40 pursuant to Enforcement Decree of the Act on Notarial Acts Done at Diplomatic Missions Abroad) (Consular legalization) 1st method Consul's signature Affix the last page with the consulate seal Last cover of letter of confirmation (statutory form)	Consular legalization (Consular legalization) 2nd method Affix consulate confirmation stamp in a blank space and affix the official seal Consulate confirmation stamp Official seal Transcript (2012 - 2013, 9th grade)
--	---	---



Consular legalization	Apostille [Use of student register documents in Korea other than through consular legalization (2 types)]	Certificate of entry into and departure from Korea (Attached Form 138 of Enforcement Rule of the Immigration Act)
 (Consular legalization) 2nd method Affix the consulate confirmation stamp in a blank space and affix the official seal Consulate confirmation stamp Official seal		
Certificate of enrollment (September 2011 – July 2012)	Form attached to the Apostille Convention (1. Country - 10. Signature)	A period of stay may be confirmed



Guidelines for Processing Special New Admissions to High Schools in Seoul for the 2027 Academic Year

Certificate of overseas Korean registration (Attached Form 7-2 of Enforcement Rule of the Act on the Immigration and Legal Status of Overseas Koreans)  Child of overseas Koreans	Certified copy of overseas Korean national registration (Attached Form 3 of Enforcement Rule of the Registration of Overseas Korean Nationals Act)  Calculate the period of residence based on the date of initial entry in Korea	Certificate of alien registration (Attached Form 139 of Enforcement Rule of the Immigration Act)  Confirm family relation and alien registration
---	--	--



Confirmation of registration of North Korean defector (Attached Form 2 of the Rules on Residence Protection and Identification of North Korean Defectors)	Confirmation of academic background (Attached Form 2 of Enforcement Rule of the North Korean Defectors Protection and Settlement Support Act)	Certificate of eligibility for educational support (Attached Form 10 of Enforcement Rule of the North Korean Defectors Protection and Settlement Support Act)																																																																																						
■ 북한이탈주민 거주보호 및 정착지원 등에 관한 법규 (별지 제2호서지) 제 호 북한이탈주민 등록 확인서 <table border="1"> <tr> <td rowspan="3">인적 사항</td> <td>성명</td> <td></td> <td>성명</td> <td></td> </tr> <tr> <td>생년월일</td> <td></td> <td>입국한 날짜</td> <td></td> </tr> <tr> <td>성별</td> <td></td> <td>입국한 날짜</td> <td></td> </tr> <tr> <td colspan="2">생년월일</td> <td></td> <td>모로출생일</td> <td></td> </tr> </table> 살기전인 「북한이탈주민의 보호 및 정착지원에 관한 법률」 제47조의 규정에 따라 북한이탈주민으로 등록된 자임을 확인합니다. 년 월 일 통일부 장관 직인 (12mm×225mm(복합지 80g))	인적 사항	성명		성명		생년월일		입국한 날짜		성별		입국한 날짜		생년월일			모로출생일		■ 북한이탈주민의 보호 및 정착지원에 관한 법률 시행규칙 제27조제2항 및 제28조제4항에 따라 확인합니다. 발행년도-제 호 학력 확인서 <table border="1"> <tr> <td rowspan="2">인적사 항</td> <td>성명</td> <td></td> <td>성명</td> <td></td> </tr> <tr> <td>생년월일</td> <td></td> <td>입국한 날짜</td> <td></td> </tr> <tr> <td rowspan="10">최종 학력</td> <td>시·도·군·구</td> <td>중학교</td> <td>학교</td> <td>학년</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table> 「북한이탈주민의 보호 및 정착지원에 관한 법률 시행규칙」 제27조제2항 및 「북한 이탈주민의 보호 및 정착지원에 관한 법률 시행규칙」 제28조제4항에 따라 위와 같이 학력을 확인합니다. 년 월 일 통일부 장관 직인 (12mm×225mm(복합지 80g))	인적사 항	성명		성명		생년월일		입국한 날짜		최종 학력	시·도·군·구	중학교	학교	학년																																					■ 북한이탈주민의 보호 및 정착지원에 관한 법률 시행규칙 제28조제4항에 따라 확인합니다. 교육지원대상자 증명서 <table border="1"> <tr> <td rowspan="3">교육·지원 대상자</td> <td>성명</td> <td>북한이탈주민등록 번호</td> <td>[] 10년 [] 1차</td> </tr> <tr> <td>전학번호</td> <td>생년월일</td> <td></td> </tr> <tr> <td>학교구분</td> <td>[] 초·중·고등학교 [] 대학교</td> <td></td> </tr> <tr> <td colspan="2">주소</td> <td colspan="2"></td> </tr> <tr> <td colspan="2">지원내용(대학교)</td> <td colspan="2"></td> </tr> </table> 위 사람은 「북한이탈주민의 보호 및 정착지원에 관한 법률 시행규칙」 제47조제2항 및 「북한이 탈주민의 보호 및 정착지원에 관한 법률 시행규칙」 제28조제4항에 따라 교육지원대상자임을 증 명합니다. 년 월 일 북한이탈주민지원재단 이사장 직인 (12mm×225mm(복합지 80g))	교육·지원 대상자	성명	북한이탈주민등록 번호	[] 10년 [] 1차	전학번호	생년월일		학교구분	[] 초·중·고등학교 [] 대학교		주소				지원내용(대학교)			
인적 사항		성명		성명																																																																																				
		생년월일		입국한 날짜																																																																																				
	성별		입국한 날짜																																																																																					
생년월일			모로출생일																																																																																					
인적사 항	성명		성명																																																																																					
	생년월일		입국한 날짜																																																																																					
최종 학력	시·도·군·구	중학교	학교	학년																																																																																				
교육·지원 대상자	성명	북한이탈주민등록 번호	[] 10년 [] 1차																																																																																					
	전학번호	생년월일																																																																																						
	학교구분	[] 초·중·고등학교 [] 대학교																																																																																						
주소																																																																																								
지원내용(대학교)																																																																																								
Statutory form	Confirm “enrollment for at least two years” (※ Confirm completion of a part of middle school curricula)	Statutory form																																																																																						



Appendix 6

Important matters to verify during consulting

1. Confirm the nationality and type of the student and parents

2. Did the student return to Korea after residing in a foreign country with his/her parents for at least two years and attending school located in the foreign country for at least two years?

- ⇒ **Parents:** At least two years of residence and a year of actual stay / **Student:** At least two years of residence for and two years of enrollment
- ⇒ **This does not include cases where only the student studied abroad in the foreign country or if only one of the parents resided with the student.**
- ⇒ However, this includes cases where the student is from a single-parent family and departed Korea with the single parent.
(Supporting documents may be required in some cases - certificate of single-parent family, family relation certificate, marriage certificate, etc.)
- ⇒ For a student falling under Type 1 and Type 4, the parents' period of residence is irrelevant.
- ⇒ Must confirm whether father, mother, and student resided in the same country
(Confirm an overseas Korean national registration country in the overseas Korean national registration)

3. Does a student meet the required period of enrollment in the foreign school?

- ⇒ Confirm whether the student enrolled in the foreign school for at least two consecutive years or for at least three non-consecutive years.
- ⇒ Since every country has its own school system, confirm whether the student completed a part of middle school curricula based on the Korean school system.
- ⇒ Confirm whether the student fully completed the semesters included in the period of enrollment.
- ⇒ Even if the period of enrollment falls short of the required period (by not more than two months) due to unavoidable causes, the required period of enrollment is deemed to be satisfied, as long as the student completed the required number of semesters.
(For example, the required period of enrollment is deemed to be satisfied if the student was enrolled for one year 11 months and completed a total of four semesters in a country where a school year consists of two semesters.)

4. The final grade and semester before studying abroad, and the grade and semester in the foreign school upon transfer admission

- ⇒ Confirm the continuity of a period of enrollment between the domestic school and the foreign school
- ⇒ Confirm the location (country) of the school – Not applicable to foreigners' schools in Korea
- ⇒ Confirm the school system of the foreign school enrolled (Spring/Fall semesters, grade composition, etc.)

5. Transfer admission to a middle school located in Seoul after returning to Korea

- ⇒ Even if the required periods of enrollment and residence are satisfied, **the student would not be eligible for special admission if the student gained new admission to a middle school in Korea.**
- ⇒ Where a student is attending a foreign school as of the date of consultation and wants to transfer to a middle school as a third grader, refer the student to the district office of education having jurisdiction over the student's place of residence. If the student wants transfer admission to a regular high school, refer the student to the department in charge of transfer admission for returning students at the Seoul Metropolitan Office of Education (Civil Service Office, General Affairs Division).

6. Confirm the required documents



Appendix 7

Applicable laws and regulations

☐ Elementary and Secondary Education Act

Article 47 (Qualifications for admission)

- (1) A person who has graduated from middle schools, has passed the examination recognizing an academic background equivalent to that of a middle school graduate under Article 27-2(1), or has been recognized as having an equivalent or higher academic background pursuant to statutes or regulations shall be qualified to be admitted to high school.
- (2) Other matters necessary for methods of and procedures for admission to high schools, etc. shall be prescribed by Presidential Decree.

☐ Enforcement Decree of the Elementary and Secondary Education Act

Article 51 (Number of classes and number of students) The number of classes and the number of students at a school shall be determined by the superintendent of education. In such cases, the following persons may be excluded from the number of students:

1. Students remaining in the same class;
2. Persons who fall under Article 82(3)2 or 3;
3. Persons who have been re-admitted, transferred, or gained transfer admission;
4. Children of persons of distinguished service to the State under the Act on the Honorable Treatment of and Support for Persons of Distinguished Services to the State;
5. Other persons determined by the superintendent of education depending upon the real conditions in the region.

Article 75 (Admission, transfer, and transfer admission of students returning from overseas and multicultural students)

- (1) The guardian of any of the following children or students may apply for admission, transfer, or transfer admission to a school with the head of a district office of education having jurisdiction over the middle schools in a school group to which the elementary school which makes places of residence a school district belongs or with the head of a middle school in the middle school districts, instead of taking the procedures for admission, transfer, or transfer admission to a school under Article 68 or 73(1):
 1. Children or students who fall under Article 19(1)1 through 4;

Article 82 (Methods of admission process)

- (1) An admission process for the first group of schools may be conducted upon reflecting student records of middle school (in the absence of school records, data available in lieu thereof) to the extent not exceeding the level and scope of curriculum of middle schools and all or part of the following in order to enhance students' self-learning ability, as determined by the superintendent of education:
 1. A letter of recommendation by a teacher of the middle school which an applicant attends or graduated from;
 2. An interview;
 3. Other matters that may assess a student's self-learning ability, such as the results of an examination for practical skills.
- (2) An admission process for the second group of schools shall be conducted with school records (in the absence of school records, data available in lieu thereof) of middle school or an examination for selecting students, or with a combination thereof or in the method prescribed in paragraph (1):
 1. Special-purpose high schools prescribed in Article 90(1)6: The methods provided for in paragraph (1);



2. Autonomous private high schools prescribed in Article 91-3: The methods prescribed by Decree of the Ministry of Education.
- (3) Notwithstanding paragraphs (1) and (2), an admission process for any of the following persons may be conducted in any methods other than those referred to in those paragraphs:
 1. Persons who have completed school education of at least nine years or school education equivalent to that of an elementary school and a middle school in a foreign country or in the area north of the Military Demarcation Line;
 2. Any of the following persons who have transferred or gained transfer admission from a foreign school to a domestic middle school and graduated from the domestic middle school:
 - (a) Students returning to Korea after having attended a foreign school for at least two years (limited to those who lived with their parents overseas for at least two years);
 - (b) Children of scientists/engineers and professors returning to Korea upon the invitation or on the recommendation of the Government;
 - (c) Foreign students (referring to students who have completed the middle school curricula for at least two years overseas, if one or both of the parents is a national of the Republic of Korea);
 3. Persons subject to protection defined in subparagraph 2 of Article 2 of the North Korean Defectors Protection and Settlement Support Act, who have gained transfer admission to and graduated from a middle school in the area south of the Military Demarcation Line after having attended a school north of the Military Demarcation Line for at least two years;
 4. Persons recognized that they have academic background equivalent to that of a middle school graduate pursuant to Article 97(1)3 or 98-3.
- (4) In applying paragraph (3) 2 (a), if the period of school attendance or the period of residence falls short of two years for unavoidable reasons, such as the period required for entering a foreign school, they may apply by shortening the period of attendance at school or the period of residence listed in the same subparagraph and item through a review by an admission committee on qualifications for exceptional admission to high schools established in a City/Province.
- (5) Matters necessary for the establishment and operation of the admission committee on qualifications for exceptional admission to high schools referred to in paragraph (4) shall be determined by the superintendent of education.

Article 97 (Acknowledgment of academic background equivalent to middle school graduates)

- (1) Any of the following persons shall be deemed to have an academic background equivalent to that of a middle school graduate in entering a school of higher grade:
 3. A person who has been acknowledged by the superintendent of education through deliberation by the Academic Background Deliberative Committee that he or she has an academic background equivalent to that of a person who has completed school curricula for at least nine years in the Republic of Korea, among those falling under any subparagraph of Article 98-2(1);

Article 98-3 (Schools that may acknowledge academic background and determine academic year)

- (1) Notwithstanding Articles 97(1)3, where the head of a school where students more than a fixed number determined by the superintendent of education are North Korean defectors, etc. files an application, the superintendent of education may require the head of the school to acknowledge academic background and determine an academic year for North Korean defectors, etc. in the relevant school.
- (2) Matters necessary for acknowledging academic background and determining an academic year of a school that may acknowledge academic background and determine an academic year pursuant to paragraph (1) shall be prescribed by school regulations.



Appendix 8

Competent district offices of education by area of residence

No.	Autonomous gu	District office of education	Address
1	Dongdaemun-gu, Jungnang-gu	Seoul Dongbu District Office of Education	168, Jeonnong-ro, Dongdaemun-gu
2	Seodaemun-gu, Mapo-gu, Eunpyeong-gu	Seoul Seobu District Office of Education	15, Ewhayeodae 2-gil, Seodaemun-gu
3	Guro-gu, Geumcheon-gu, Yeongdeungpo-gu	Seoul Nambu District Office of Education	121, Mullae-ro, Yeongdeungpo-gu
4	Nowon-gu, Dobong-gu	Seoul Bukbu District Office of Education	313, Nohae-ro, Dobong-gu
5	Yongsan-gu, Jongno-gu, Jung-gu	Seoul Jungbu District Office of Education	10, Daehak-ro, Jongno-gu
6	Gangdong-gu, Songpa-gu	Seoul Gangdong Songpa District Office of Education	26, Jamsil-ro, Songpa-gu
7	Gangseo-gu, Yangcheon-gu	Seoul Gangseo Yangcheon District Office of Education	269, Woljeong-ro, Yangcheon-gu
8	Gangnam-gu, Seocho-gu	Seoul Gangnam Seocho District Office of Education	45, Seolleung-ro 116-gil, Gangnam-gu
9	Dongjak-gu, Gwanak-gu	Seoul Dongjak Gwanak District Office of Education	35, Jangseungbaegi-ro 10ga-gil, Dongjak-gu
10	Seongdong-gu, Gwangjin-gu	Seoul Seongdong Gwangjin District Office of Education	280, Gosanja-ro, Seongdong-gu
11	Seongbuk-gu, Gangbuk-gu	Seoul Seongbuk Gangbuk District Office of Education	65, Solmae-ro 50-gil, Gangbuk-gu

※ In case of Type 1 and Type 4, submit directly to a district office of education having jurisdiction over a place of residence

Appendix 9

Websites for certificate issuance

Type	Website address
Gov.kr	https://plus.gov.kr/
Electronic family relation registration system of the Supreme Court	https://efamily.scourt.go.kr/index.jsp
Overseas Koreans 365 Civil Service Portal	https://www.g4k.go.kr/biz/main/main.do
North Korean Defectors Portal (Hana Portal)	https://hanaportal.unikorea.go.kr/hanaportal/



Appendix 10

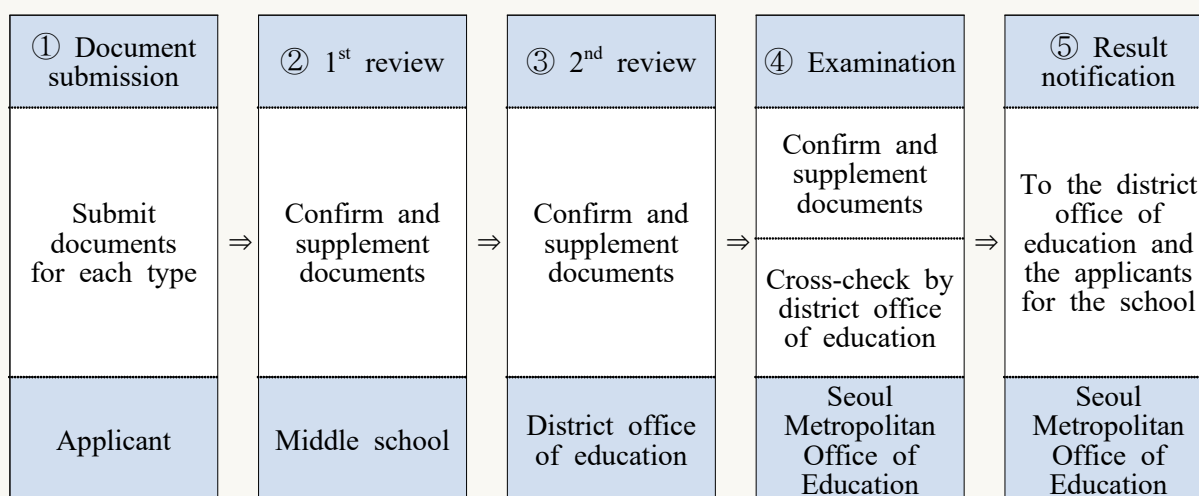
Q&A

Common Questions and answers

01. What is the special admission?

- The term “special admission” means a process for high school admission that is different from the admission process for regular students, implemented pursuant to Article 82(3) of Enforcement Decree of the Elementary and Secondary Education Act.
- The following students are eligible for special admission: students who resided overseas for a long period of time; foreign students; North Korean defector students, etc. The special admission is designed to help the eligible students settle in Korea by providing a separate admission process, because they might experience difficulties in entering high schools due to lack of middle school grades in Korea, failure to adapt to Korean school curricula, cultural difference, or other reasons.
- While the standard high school admission process is conducted based on middle school grades, etc., the special admission is conducted without relying on middle school records. If an eligible student wants to be admitted to an early-admission high school or a late-admission high school where students are selected by the principal, the student must directly contact the relevant high school. On the contrary, students who want late-admission high schools where students are selected by the superintendent of education are assigned regardless of their middle school records. Types 1 and 4 are randomly assigned as part of the regular enrollment quota, while Types 2-A, 2-B, 2-C, and 3 are randomly assigned outside the regular enrollment quota. However, the number of such students assigned to a school may not exceed 2% of the regular enrollment quota of the school.

02. How are the students eligible for special admission determined?





03. As I am not registered as an overseas Korean national at an overseas diplomatic mission, a certified copy of overseas Korean national registration is not available. What can I do?

- Where a certified copy of overseas Korean national registration is difficult to obtain, a student may submit substitute documents to verify the student's residence in a foreign country.

Substitute documents for certified copy of overseas Korean national registration (examples)

- ▷ Immigration seal (stamp) of Korea and a country of residence affixed to passport
- ▷ Visa page stating the status of stay in the relevant country
- ▷ Parents' certificate of employment (or letter, official document, etc., of appointment) stating a period of stay in the foreign country
- ▷ Letter of confirmation or certificate of residence issued by local authorities in the relevant country
- ▷ Any documents proving the student's stay in the relevant country, such as permanent residency, alien registration certificate, medical insurance certificate, driver's license, residence permit, resident certificate, lease agreement, utility bill, etc.

04. Does the middle school grades of students eligible for special admission have an effect on their admission to high schools?

- For admission to a late-admission school where students are selected by the superintendent of education, students eligible for special admission (students who pass the eligibility examination for special admission) are accepted and assigned regardless of their grades.
- The special admission processes for high schools where students are selected by the principal (special-purpose high school, autonomous private high school, etc.) may vary depending on their guidelines for admission process. Therefore, please contact the relevant high school directly.
- Also, if a student fails to pass the special admission process for a high school where students are selected by the principal, the student may apply for special admission to a late-admission high school where students are selected by the superintendent of education.

05. Where a student deemed eligible for special admission based on the examination results fails to pass the special admission process for an early-admission high school, may the student apply for special admission to a late-admission high school where students are selected by the superintendent of education?

- The Master Plan for High School Admission Process in Seoul stipulates that a student who is not accepted to an early-admission high school may apply for a late-admission high school. Such a case does not constitute dual application and the student may apply for new admission to a late-admission high school where students are selected by the superintendent of education.
- Furthermore, as the student was already deemed eligible for special admission, the student may even apply for special new admission to a late-admission high school where students are selected by the superintendent of education without going through additional examination.



06. Where a student re-enrolled in a middle school instead of transfer admission, does the student fall under Type 2 or 3?

- Even where a student re-enrolled in a middle school, the student is deemed to have gained transfer admission and is eligible for special admission as Type 2 or 3, as long as all other requirements are satisfied.

07. If a 3rd grade middle school student was determined to be eligible for special admission, can the student apply for general admission instead of special admission?

- The eligibility examination for special admission is aimed at reviewing whether the student satisfies the requirements for special admission before the high school admission process. Therefore, a student determined to be eligible for special admission may choose between special admission and general admission at his/her own discretion.

08. I attended a foreign school and gained transfer admission to a middle school in Korea, and plan to advance to a high school through special admission after graduation. Can a student eligible for special admission enter school that he/she wants?

- A student eligible for special admission is eligible to apply for the special admission process, but it does not mean that the student can be admitted to any school he/she wants.
- If a student eligible for special admission wants to enter an early-admission or late-admission high school where students are selected by the principal (science high school, specialized high school, international high school, autonomous private high school, etc.), the student must submit an application to the relevant high school. Students will be selected by the principal in accordance with the process guidelines of the relevant school.
- If a student wants to enter a late-admission high school where students are selected by the superintendent of education, the student must submit an application for high school admission through his/her middle school. Types 1 and 4 are randomly assigned as the regular enrollment quota, and Types 2 and 3 are randomly assigned outside the regular enrollment quota within 2% of the regular enrollment quota of each school.

09. I plan to return to Korea in January. Can I gain special new admission to a late-admission high school where students are selected by the superintendent of education through pre-admission reassignment in February?

※ Eligibility for pre-admission reassignment

- If a student expected to enter a late-admission high school where students are selected by the Seoul Superintendent of Education or a general high school in another city/province wants to be re-assigned due to a change in the place of residence, etc., the student may be assigned before admission.

- Therefore, a student returning to Korea after the application period for late-admission high schools where students are selected by superintendent of education is not eligible for pre-admission reassignment. If you are returning to Korea in January, please contact a nearby high school and ask about transfer admission, etc. of students returning to Korea after entrance ceremony in March.



10. I successfully applied for special admission last year, but did not apply for a high school. Can I apply for special admission again this year?

- It is prescribed that an application for special new admission may be filed only once. If a student did not apply for a high school last year, the student is deemed to have not filed an application. Therefore, the student may apply for special admission to high school this year.
- However, if a student was admitted in the previous year, dropped out, and then gained new admission, the student is not eligible for special admission and may only apply for general admission.

11. Can a foreigner submit foreign documents after obtaining consular legalization by the relevant country's diplomatic missions in Korea?

- Foreign documents may not be submitted directly after obtaining consular legalization by the relevant country's diplomatic missions stationed in Korea. The consular legalization by Korea's diplomatic missions stationed in the relevant country or an apostille must be obtained.
- However, if there is an unavoidable reason to do so, the above process may be substituted with a letter of confirmation issued by the relevant country's embassy stationed in Korea. Even in these cases, the details of reasons must be presented separately.

12. How many students eligible for special admission are successfully admitted and where can I see the applicant-quota ratio for special admission by school? Is special admission process more favorable for applicants than general process?

- Students eligible for special admission are selected (assigned) as follows:

Type	Application process	Selection (assignment) process
High school where students are selected by the principal	Apply directly and individually to the desired high school	• Students are selected by the principal in accordance with the school's admission process. • Students falling under type 1 or 4 are selected as part of the regular enrollment quota. • Students falling under type 2-A, 2-B, 2-C, or 3 are selected outside the regular enrollment quota, within 2% of the school's enrollment quota.
	Gifted schools, special-purpose high schools (science, international, foreign language, arts, or sports high schools, and high schools tailored to industry demand), specialized high schools, autonomous private high schools, Seoul Art High School, Hankook Sahmyook High School, Hankwang High School, etc.	
High school where students are selected by the superintendent of education	Submit an application to the current middle school; all applications are collected and filed to the competent district office of education. ※ For types 1 and 4, submit the application directly to the district office of education	• Special admission students are selected as part of the admission for late-admission high schools presided by the superintendent of education. • Students falling under type 1 or 4 are assigned to schools as part of the regular enrollment quota (randomly assigned by computer system) • Students falling under type 2-A, 2-B, 2-C, or 3 are assigned to schools outside the regular enrollment quota, within 2% of the enrollment quota of each school (randomly assigned by computer system)
	Regular high schools in the late-admission group where students are selected by the superintendent of education	

- In case of early admission high schools and late-admission high schools where students are selected by principals, the principals select students directly and the number of applicants differs. Therefore, for the applicant-quota ratio, please contact the relevant high school.
- Also, please be advised that students should select schools that are the best fit for them in light of standards for examination of special admission, curricula, etc. rather than determining school based only on the applicant-quota ratio.



Type 1 Q&A

13. I returned to Korea in September after completing elementary and middle school courses abroad. Am I eligible for special admission to high school?

- A person who completes school curricula for at least nine years in a foreign country or completes elementary and middle school courses in a foreign country is eligible for special admission.
- Since the student above completed elementary and middle school courses abroad, the student is eligible for special new admission to high school.

14. If a child was adopted in China and completed nine-year curricula in the country, is the child eligible for special new admission to high school?

- A person who completes school curricula for at least nine years in a foreign country or completes elementary and middle school courses in a foreign country is eligible for special admission whether the person is a Korean or a foreigner.

Type 2-A Q&A

15. I returned to Korea after completing the curricula between the 1st grade of elementary school to the 2nd grade of middle school. Am I eligible for special admission to high school, if I had difficulties in adapting to regular schools in Korea and attended a foreigners' school in Korea?

- Foreigners' schools located in Seoul are not acknowledged as a part of domestic academic background pursuant to Article 12 (Acknowledgment of academic background) of the Rules on Establishment and Operation of Foreigners' Schools and Foreigners Kindergartens.
- Therefore, if a student graduated from a foreigners' school in Korea, the student can advance to a regular high school in Korea through regular admission after obtaining the qualification for high school admission through a middle school equivalency examination.

16. I attended a foreign school for about two years six months from the 1st semester of 5th grade to the 1st semester of 7th grade, returned to Korea, and obtained new admission to a domestic middle school. Am I eligible for special admission?

- To become eligible for special admission, a student must attend a foreign school for at least two years, transfer or gain transfer admission to domestic middle school, and graduate from the school.
- The student above satisfies the requirements for period of enrollment and period of residence, but gained new admission to a domestic middle school. Therefore, the student is not eligible for special admission.



17. I attended the 4th and 5th grades of elementary school in a foreign country and completed the 6th grade of elementary school in Korea. And I attended the 7th grade in a foreign school and gained transfer admission to a domestic middle school after returning to Korea. Am I eligible for special admission to high school?

- To become eligible for special admission, a student must attend a foreign school for at least two years (or at least three non-consecutive years) and then transfer or gain transfer admission to a domestic middle school after returning to Korea.
- Since the student above attended a foreign school for at least three non-consecutive years (from the 4th - 5th grades of elementary school, the 1st grade of middle school), the student is eligible for special admission.

18. I attended a foreign elementary school from the 1st to 3rd grade and graduated from a domestic elementary school after returning to Korea. And then I left Korea again and attended the 7th grade in a foreign school for a year. Am I eligible for special admission with a total period of school attendance of four years?

- To become eligible for special admission, a student must attend a foreign school for at least two years. And the 1st - 3rd grades of elementary school are not included in the period of enrollment in the foreign school.
- The student above attended a foreign school for a total of four years, but only a single year is recognized as period of enrollment for special admission (7th grade). Therefore, the student is not eligible for special admission.

19. I completed the 4th grade in a foreign country after attending a domestic school until the 3rd grade. Then, I returned to Korea where I completed the 5th and 6th grades. And I left Korea again and completed the 7th grade in a foreign school. All in all, I attended foreign schools for a total of two years. Am I eligible for special admission?

- If the period of enrollment in foreign schools is not consecutive (if there is a hiatus), the total period of enrollment must be at least three years.
- Since there is a hiatus in the period of enrollment, a total of three years are required. However, the student above completed a total of two years (4th and 7th grade, respectively). Therefore, the student is not eligible for special admission.

20. I completed four semesters (a total of two years) in a foreign school with a two-semester school year system, but the total period of enrollment is one year 11 months and 15 days. Am I eligible for special admission?

- In principle, a period of enrollment is computed based on calendar years. However, academic years are also allowed for students in good faith as long as there is no risk of fraudulent special admission.
- The student above falls short of the required period of enrollment (two years) by 15 days. However, the student completed a total of four semesters, and thus may be deemed to have attended the school for a period of two years.



21. Even if I fall a bit short of the required period of enrollment (at least two years), am I eligible for special admission?

- If a period of residence or a period of school attendance falls short of the required period for unavoidable reasons, such as the period required for admission to a foreign school, etc., the periods may be shortened (by not more than two months, respectively) after a review by the Seoul High School Special Admission Eligibility Examination Committee. However, a parent's period of stay may not be shortened and must be at least one year.

22. I lived in a foreign country with my parents and attended a school for four years from the 4th grade to the 7th grade. After returning to Korea, I gained special transfer admission to a domestic middle school. Am I eligible for special admission to high school, too?

- For students eligible for special admission, a special case is granted only once for transfer and transfer admission to middle school, and new admission to high school, respectively.
- Therefore, even if the student above gained special transfer admission to a middle school, the student is also eligible for special new admission to high school (resided in a foreign country with parents and attended a foreign school for at least two years). Therefore, the student is eligible for special new admission to high school.

23. I completed the 5th and 6th grades in a foreign country and gained transfer admission to a domestic middle school. Am I eligible for special admission to high school?

- To become eligible for special admission to high school, a student must reside in a foreign country with the parents for at least two years and attend a school located in the foreign country for at least two years. And the period of enrollment in the foreign school must include at least a part of curricula equivalent to middle school curricula under the Korean school system.
- Since the student above completed only the elementary curricula in the foreign country, the student is not eligible for special admission to high school.

24. After attending a language school program at a foreign school for six months, I entered an elementary school in the first semester of the 6th grade and attended until the first semester of the 7th grade for a total of two years. Is the language school program included in the period of enrollment in the foreign school?

- A period of enrollment in a foreign school means a period during which a student attended regular curricula in a regular school located abroad. A language school program is designed to prepare the student for school admission and thus is not included in the period of enrollment in a foreign school.
- Even if the student above resided in a foreign country for two years, the period of actual enrollment in the foreign school is one year six months.



25. I lived alone in a foreign country for at least two years and attended a foreign school. Am I eligible for special admission?

- To become eligible for special admission, a student must reside in a foreign country with the parents, attend a foreign school for at least two years, return to Korea, and transfer or obtain transfer admission to, and graduate from, a domestic middle school.
- Since the student above did not reside in a foreign country with the parents, the student is not eligible for special admission.
- Also, even in cases where only one of the parents accompanied the student, barring special circumstances such as being from a single-parent family, the student is not eligible for special admission, as at least some of the parents reside in a foreign country.

26. If a student visits Korea briefly during a break while attending a foreign school and then leaves Korea again, is the period of residence calculated after deducting the period of the visit to Korea?

- A period of residence means a period during which a student left Korea to reside in a specific country and resided in the country (as proved by the initial entry date on a certified copy of overseas Korean national registration or a certificate of entry into and departure from Korea, etc.). A period when a student visits Korea over a break during a period of residence is included in the period of residence.

27. I attended school in a country different from the country where my parents lived due to international political circumstances, etc. Am I still eligible for special admission?

- In principle, eligibility is acknowledged only where the student resides with the parents and attends a school in the same country. However, a person who attends school in a third country may be deemed eligible on an exceptional basis, where the head of overseas diplomatic missions acknowledges unavoidable circumstances such as regional, religious, or international circumstances in the country where the parents live.
- In this case, a confirmation of receipt of education in a third country must be obtained through an embassy (consulate) of the Republic of Korea in the country where the parents reside.

28. I lived in a foreign country with my parents for two years and attended a school there for two years. My father remained in the country when I returned to Korea with my mother. Am I still eligible for special admission?

- The eligibility standards for special admission only stipulate that a student must reside in a foreign country with the parents for at least two years, but do not require the student and parents to reside together until returning to Korea.
- Therefore, where a student meets the basic requirement for cohabitation with parents for at least two years, the student is eligible for special admission regardless of the parents' (or a parent's) early return to Korea.



29. I lived in a foreign country only with my mother for at least two years while my father lived in Korea. Am I eligible for special admission?

- Eligibility for special admission is granted where the student resided in a foreign country with the parents for at least two years, attended a foreign school for at least two years, returned to Korea, and transferred or gained transfer admission to a domestic middle school.
- Since the student above did not reside in a foreign country with parents, the student is not eligible for special admission.
- However, in case of a single-parent family, only one parent is required to reside in a foreign country (supporting documents, such as marriage certificate, etc. need to be submitted). Where a family becomes a single-parent family while residing in a foreign country, the period prior to becoming a single-parent family is included in the period of the student's co-habitation with the parents. And the period during which the student resided with one parent after the family becoming a single-parent family is included in the period of residence.

30. The required period of residence was not satisfied at the time of eligibility examination last year (in September). However, I expect to reach the required period of residence next February. In this case, am I eligible for special admission?

- An applicant for special admission must meet the eligibility requirements (periods of residence, attendance, stay, etc.) stipulated by the relevant statutes as of the time of examination.
- Therefore, the student above is not eligible for special new admission, but can become eligible for special transfer admission after an entrance ceremony in early March.
- For information on special transfer admission, please contact your desired high school.

31. I lived in a foreign country with my parents and attended a foreign school for two years (5th and 6th grades). Then, my parents returned to Korea but I remained and completed the 7th grade. Am I eligible for special admission?

- A student eligible for special admission must reside in a foreign country with the parents for at least two years and attend a foreign school for at least two years. Also, middle school curricula must be included in the period of enrollment in the foreign school. However, there is no provision to the effect that the middle school curricula of the foreign school must fall in the period during which the student lives with the parents. Therefore, the student above is eligible for special admission to high school.



Type 2-B Q&A

32. I am a child of a scientist/engineer who lived overseas upon the invitation of a foreign government. I returned to Korea after attending a foreign school for nine years. Am I eligible for special admission?

- The parent returned to Korea after residing abroad upon the invitation of a foreign government, not the Government of Korea. Therefore, the student is not eligible for special admission as a Type 2-B applicant.
- However, if the student attended a foreign school for nine years, the student may apply for special admission as a Type 1 applicant, by submitting documents to prove the relevant facts (all grade transcripts and certificate of enrollment (graduation) from the foreign school, certificate of the student's entry into and departure from Korea, certified copy of resident registration where all family members are listed).

Type 2-C Q&A

33. All of my family members are foreign nationals. I attended a foreigners' school in Korea from the 1st grade to the 8th grade and plan to transfer to a regular middle school. Am I eligible for special admission?

- To become eligible for special admission, a foreign student must graduate from a domestic middle school after being transferred or gaining transfer admission from a foreign school to a domestic middle school (if one or both parents are Korean nationals, the student must have completed middle school curricula abroad for at least two years)
- The term "foreign school" refers to a school located in a foreign country outside of Korea and does not include foreigners' schools located in Korea.
- The student above did not attend a foreign school but a foreigners' school located in Korea. Therefore, the student is not eligible for special admission.

34. A Chinese student attended a school in a foreign country until the 8th grade, returned to Korea, gained transfer admission to the 3rd grade of middle school, and became nationalized. In this case, how is the student's nationality determined?

- Where a foreigner becomes nationalized as a Korean national or a Korean national loses nationality and becomes a foreign national (a person with multiple nationalities is treated as a Korean national), the eligibility for special admission based on the nationality of the student and the parents is determined in light of time of the student's transfer to the domestic middle school, his/her nationality when the parents returned to Korea, the period of actual overseas residence, the purpose of nationalization, etc.

35. If a person with multiple nationalities is attending a middle school in Korea, what should the person do to gain new special admission to a high school in Korea?

- A person with multiple nationalities is treated as a Korean national, not a foreigner. Therefore, if a student wants to become eligible for new special admission, the student must meet the same requirements as other students eligible for special admission.
- In accordance with Article 82(3)2(a) of Enforcement Decree of the Elementary and Secondary Education Act, where a student resided in a foreign country with the parents for at least two years, attended a foreign school for at least two years, returned to Korea, and transferred or gained transfer admission to, and graduated from, a domestic middle school, the student is eligible for special new admission to high school.



36. Does a school that operates its curricula in the same way as foreign schools (Jeju International School, foreigners' school located in Korea, school in United States Army Garrison Yongsan, etc.) fall under the foreign school specified in the requirements for special admission?

- The term “foreign school” refers to a school located in a foreign country outside of Korea, pursuant to the City/Province Common Standards for Processing Special Admission to Middle and High Schools.
- Therefore, foreigners' schools located in Korea, schools in United States Army Garrison in Yongsan, etc. are located in Korea and thus do not fall under the foreign school category.

Type 3 Q&A

37. I attended a school in North Korea from the 1st grade to the 4th grade, gained transfer admission to middle school located in Seoul, and graduated from the middle school. In this case, am I eligible for special admission?

- A student is eligible for special admission if the student is a person eligible for protection under subparagraph 2 of Article 2 of the North Korean Defectors Protection and Settlement Support Act and meets the following requirements: attended a school north of the MDL for at least two years; gained transfer admission to a middle school south of the MDL; and graduated from the middle school.
- A student must complete a part of middle school curricula in North Korea when attending a school there for at least two years and submit a confirmation of academic background as a supporting document. If the student only completed the curricula for the 1st grade to the 4th grade of elementary school, the student did not complete the middle school curricula. Therefore, the student is not eligible for special admission as falling under Type 3.

Type 4 Q&A

38. What is the difference between a confirmation of academic background and a certificate of recognition of academic background?

- A confirmation of academic background is a document submitted to confirm the highest academic background, etc. north of the MDL pursuant to the Enforcement Rule of the North Korean Defectors Protection and Settlement Support Act. You can obtain one from the relevant Gu office and community service center, North Korean Defectors Portal (Hana Portal), etc.
- A certificate of recognition of academic background is a certificate for a person acknowledged by the superintendent of education through deliberation by the Academic Background Deliberative Committee, which states that the person has an academic background equivalent to that of a person who completed school curricula for at least nine years in the Republic of Korea under Article 97(1)3 of Enforcement Decree of the Elementary and Secondary Education Act. You may obtain one from City/Province Office of Education where the deliberation was conducted.

※ For the Seoul Metropolitan Office of Education, the Student Customized Support Officer is in charge of the issuance.



Other Departments in Charge of Admission Process

- Late-admission high schools where students are selected by superintendent of education: School Support Division (☎6033-6319~23)
- Gifted schools and science high schools: Creative Future Education Division (☎6033-5711, 5714)
- Foreign language, international, arts, and autonomous private high schools: Secondary Education Division (☎6033-5874, 5877)
- Meister high schools and specialized high schools: Career and Vocational Education Division (☎6033-6135)

