**Application for Issuing Certification of Completion**

(수료증 발급신청서)

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| --- | --- |
| Person in Charge | Team Leader |
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| Degree | MS/PhD | Dept.(Major) |  | Student Name |  |
| Student Classification | ( ) Government Scholarship( ) KAIST Scholarship( ) General Scholarship | Date of Admission(MM/DD/YY) |  | Student ID No. |  |
| Contact Info(Mobile Phone) |  | Number of Copies | Copies: |
| **Items to Confirm** | MS Program | PhD Program |
| Course Credit Hours Completed |  | Course Credit Hours Completed |  |
| Research Credit Hours Completed |  | Research Credit Hours Completed |  |
| **Requirements for Completing Coursework** | MS | PhD |
| Completion of graduation credit hours required by the department: at least 33 credit hours including at least 21 course credit hours and research credit hours | Completion of graduation credit hours required by the department: at least 60 credit hours including at least 30 course credit hours and 30 research credit hours |
| Purpose of Certification Request |  |

\* This form should either be typed or handwritten using a black ballpoint pen.

I, having competed the coursework for the (MS/PhD) degree above, hereby apply for the issuance of a certificate of coursework completion.

 Date(MM/DD/YY):

 Applicant Name: Signature:

Department Official Name: Signature:

**To the President of KAIST**