

# 27. Scholarship Awarding Regulation

Department in charge: Student Support Team 1093-4 ♥

Established on Mar. 1, 1995 Regulation No.1  
Amended on Dec. 1, 1995 Regulation No.5  
Amended on Feb. 1, 2000 Regulation No.30  
Amended on Nov. 11, 2005 Regulation No.72  
Amended on Aug. 28, 2012 Regulation No.165  
Amended on Feb. 11, 2014. Regulation No. 185  
Amended on Sep. 18, 2014. Regulation No. 195  
Amended on Oct. 29, 2015. Regulation No. 216  
Amended on Apr. 6, 2016 Regulation No. 223  
Amended on Jun. 24, 2016 Regulation No. 228  
Amended on Dec. 20, 2016 Regulation No. 236  
Amended on Feb. 21, 2017 Regulation No. 238  
Amended on Dec. 15, 2017 Regulation No. 244  
Amended on Mar. 23, 2018 Regulation No. 246  
Amended on Sep. 19, 2019 Regulation No. 265  
Amended on May. 17, 2022 Regulation No. 305

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## Chapter 1 General Provisions

### Article 1 (Purpose)

This regulation seeks to stipulate reasonable criteria as well as the necessary procedures for the selection of scholars and operation of scholarships to promote diligence in studies among the students of Handong Global University (hereinafter referred to as "University") and foster highly capable talents.

### Article 2 (Application Scope)

Unless specifically provided for otherwise by the law or external scholarship foundations or related organizations, the criteria for the selection of scholars of the university and the awarding of scholarships shall be governed by this regulation.

### **Article 3 (Operation of Scholarship)**

Among matters related to scholarships, the arrangement of budgets shall be handled by the dean of policy and planning, management of scholarship funds, by the dean of general affairs, and matters related to the selection of scholars and awarding of scholarships, by the dean of student affairs. (amended on May 17, 2022)

## **Chapter 2 Scholarship Committee**

### **Article 4 (Composition of the Committee)**

1. The Scholarship Committee (hereinafter referred to as "Committee") shall be established to deliberate on major matters in relation to the scholarship policy of the university, selection of scholarship students, and awarding of scholarships.
2. The members shall be less than 7 deans appointed by the president, with the dean of student affairs serving as chairman. (amended on Aug. 28, 2012)(Apr. 6, 2016)(May 17, 2022)
3. The office works of the committee shall be handled by the Student Support Team. (amended on Apr. 6, 2016)

### **Article 5 (Functions of the Committee)**

The committee shall deliberate on the following matters:

1. Basic policy regarding the awarding of scholarships
2. Major matters related to the selection of scholars and awarding of scholarships
3. Establishment, amendment, or rescission of regulations related to scholarships
4. Other matters related to scholarships

### **Article 6 (Meetings)**

1. Meetings of the committee shall be convened by the chairman.
2. During the meetings, a quorum shall be declared when majority of the committee members in the register are present, resolutions voted by majority of the attending committee members shall be adopted.

## **Chapter 3 Kinds of Scholarships and Criteria for Awarding**

### **Article 7 (School Scholarship)**

The following are the kinds of school scholarships: The kinds of school scholarships and the criteria for scholarship awarding shall be prescribed in [Attached Table 1]. However, scholarships that are awarded temporarily can be awarded after obtaining approval from the president. (Newly established on Feb. 11, 2014. Regulation No. 185)(Amended on Sep. 19, 2019)

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### **Article 8 (External Scholarships)**

If any external scholarship organization or an individual requested that candidates for scholarship be recommended or deposited scholarship funds, scholars shall be selected based on the conditions specified by the party requesting for recommendation; However, the individual cannot designate a specific student as a scholar.

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## **Chapter 4 Application for and Selection and Awarding of Scholarships**

## **Article 9 (Application for Scholarship)**

1. Any student wishing to receive a scholarship shall submit to the Student Support Team an application for scholarship (see attached form) together with the recommendation of the head of the department (school) or professor in charge.
2. <Deleted>
3. When applying for national grants from the Korea Student Aid Foundation. the minimum number of credits earned in the previous semester shall be at least one.(Newly established on Feb. 21, 2017)

## **Article 10 (Restriction on Eligibility for Application)**

The following students may not apply for scholarships for the relevant semester:

1. Students who are temporarily absent from school or who are planning to return to school
2. Readmitted students
3. Transfer students
4. Students who have received disciplinary action in the previous semester or who are currently subject to disciplinary action

## **Article 11 (Criteria for the Recommendation or Selection of Scholars)**

The scholarship students shall be recommended according to the separate criteria determined by the president, considering their living standard and academic performance. However, in principle, if there is no separate criteria, the priority of scholarship is given to students showing excellent academic performances from among those who have difficulties making ends meet. (amended on Aug. 28, 2012)

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## **Article 12 (Replacement Recommendation)**

If any of the students selected as scholars falls under any of the reasons specified in Article 10, a replacement subject may be recommended; however, students who are temporarily absent from school are excluded.

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### **Article 13 (Allocation of Scholars)**

Except in special cases, the numbers of scholars shall be allocated in proportion to the number of undergraduates in each department (school) as a rule.

### **Article 14 (Confirmation of Scholars) (Deleted on Aug. 28, 2012)**

### **Article 15 (Preparing and keeping the List of Scholarship students)(amended on Aug. 28, 2012)**

The dean of student affairs shall prepare and keep the list of confirmed scholars. (amended on Aug. 28, 2012)(May 17, 2022)

### **Article 16 (Certificate of Scholarship)**

The dean of student affairs may issue certificates of scholarship when deemed necessary. (amended on May 17, 2022)

### **Article 17 (Awarding of School Scholarship)(amended on Aug. 28, 2012)**

1. In principle, School scholarship shall be awarded in the form of partial subsidy of the tuition fees for the relevant semester. (amended on Aug. 28, 2012)
2. In principle, students who have been exempted from paying the tuition fees shall be notified by specifying the amount in the notice of payment of tuition fees by individual during the period of registration for the relevant semester.
3. If any of the selected scholars is confirmed after the period of registration, the amount covered by the scholarship shall be refunded.
4. The resulting difference from the increased tuition fees in case students registered as scholars but temporarily absented themselves from school for general reasons and subsequently returned to school shall be paid by the students concerned; however, the return to school of students who temporarily absented themselves from school due to their enlistment in the army shall not be subject to the payment of the difference due to increases.

### **Article 18 (Reporting the Result of Awarding Scholarships)**

The dean of student affairs shall prepare a report on the result of awarding scholarships for the relevant semester for reporting to the president and Committee. (amended on Aug. 28, 2012)(May 17, 2022)

## **Chapter 5 Restriction on the Awarding of Scholarships**

### **Article 19 (No Duplicated Receipt of Scholarships)**

In principle, scholarships shall be received within the range of the tuition fee of the relevant semester, excepting special cases. Any student receiving more than two kinds of scholarships may select the one that is more favorable to him/her; the scholarships to be received continuously shall be applied first. However, Ephraim Scholarship, Handong Family Scholarship, Scholarship for overseas study, Scholarship for working students, Scholarship for team managers, other scholarships for supporting study expenses may be exceptions. (amended on Aug. 28, 2012) (Sep. 19. 2019)

### **Article 20 (scholarships suspension and cancellation) (amended on Aug. 28, 2012)**

The following scholars shall have their scholarships suspended or canceled:(amended on Aug. 28, 2012)

1. Students who have disciplinary action
2. Students who voluntarily withdrew from school or temporarily absented themselves from school (except undergraduates who temporarily absented themselves from school due to their enlistment in the army or due to a disease as proven by a medical certificate)
3. For students selected as scholars for having garnered excellent entrance examination results, the grade point average set for the relevant year has not been reached (less than 3.5).
4. The number of credits earned in the previous semester is less than 17.5 (except for seniors). However, notwithstanding the provisions of this regulation, the cases when a scholarship needs to be awarded shall be prescribed separately by the president.

### **Article 21 (Prohibited Acts)**

Scholars shall refrain from committing any of the following acts:

1. Falsifying the information required in the application for scholarship
2. In case an external scholarship has been received, negligence in submitting the required documents
3. Acts damaging to one's reputation as a scholar, thereby compromising the honor of the school

### **Article 22 (Period of Receiving Scholarships)**

1. The period of receiving a scholarship shall be one semester except for those specifying the period.
2. Scholarships may not be received for more than 8 semesters while in school. Transfer students may not receive scholarships for more than the normally remaining semesters to be completed. Notwithstanding the provisions of this regulation, however, the cases when a scholarship needs to be awarded even after the period of receiving scholarships may be awarded after obtaining approval from the president.

### **Article 23 (Exceptions for New Students)**

Notwithstanding this regulation, students with excellent entrance examination results every school year may be specially awarded scholarships subject to the approval of the president following deliberation by the committee.

#### **ADDENDUM**

This regulation shall enter into force as of March 1, 1995.

#### **ADDENDUM**

This amended regulation shall enter into force as of December 1, 1995.

#### **ADDENDUM**

1. (Enforcement Date) This amended regulation shall enter into force as of February 1, 2000.
2. (Interim Measures) Matters that have been executed prior to the enforcement of this regulation shall be deemed to have been enforced pursuant to this regulation.

#### **ADDENDUM**

This amended regulation shall enter into force as of November 11, 2005.

#### **ADDENDUM**

1. (Enforcement Date) This amended regulation shall enter into force as of September 1, 2012.(Amended on Aug. 28, 2012 Regulation No.165)
2. (Interim Measures) Item 1, Provision 1 of Article 7 shall be applied to students registered in the school year of 2013, and students admitted before the school year of 2012 shall be covered by the existing regulations.

#### **ADDENDUM**

This amended regulation shall enter into force as of February 11, 2014.(amended on Feb. 11, 2014

**ADDENDUM**

1. (Enforcement date) This amended regulation shall enter into force as of September 18, 2014.
2. The scholarship specified in Item 15, Provision 1, Article 7 of this regulation shall be temporarily awarded in the second semester of the school year of 2014.

**ADDENDUM**

This amended regulation shall enter into force as of October 29, 2015.

**ADDENDUM**

This amended regulation shall enter into force as of April 6, 2016.

**ADDENDUM**

This amended regulation shall enter into force as of June 24, 2016.

**ADDENDUM**

1. (Enforcement Date) This amended regulation shall enter into force as of December 20, 2016.
2. (Interim Measures) Matters that have been executed prior to the enforcement of this regulation shall be deemed to have been enforced pursuant to this regulation.

**ADDENDUM**

1. (Enforcement Date) This amended regulation shall enter into force as of February 21, 2017.
2. (Interim Measures) The scholarship that has been executed prior to the enforcement of this regulation shall be deemed to have been executed pursuant to this regulation.

**ADDENDUM**

This amended regulation shall enter into force as of December 15, 2017.

**ADDENDUM**

This amended regulation shall enter into force as of March 23, 2018.

**ADDENDUM**



This amended regulation shall enter into force as of September 19, 2019.

### **ADDENDUM**

This amended regulation shall enter into force as of May 17, 2022.

[Attached Form]

신청 장학금종류 Kind of scholarship applied for		<b>장 학 금 지 급 신 청 서</b> <b>Application for Scholarship</b>					
소 속 Department/School		학년 Grade		학번 Student number			
성명 Name	한글 Korean	성별 Gender	출신고등학교 High school graduate				
	한자 Chinese character	Male/Female	주민등록번호 Resident registration no.				
주소 Address				전화 Tel.			
연락처 Contact info.				전화 Tel.			
주거구분 Kind of residence		자가·전세·월세·친척·하숙·자취·기숙사·기타 ( ) Own house/Chartered/Monthly rent/Relative's home/Home stay/Self boarding/Dormitory/Others ( )					
가정환경 Home environments	생활정도 Standard of living	상 · 중상 · 중 · 중하 · 하 · 극빈 High/Medium high/Medium/Medium low/Low/Very poor					
	재산정도 Property	동산: 약 원 Estate : KRW 부동산 : 1. 토지 약 평 (약 월) 2. 건물 약 평 (약 월) Real estate: 1. Land m <sup>2</sup> (KRW ) 2. Building m <sup>2</sup> (KRW )					
	생활비부담 Breadwinner	부모 %	형제자매 %	본인 %	기타 %	Others %	
	학비부담 Sponsor for studies	부모 %	형제자매 %	본인 %	기타 %	Others %	
보호자 Guardian	성명 Name						
	주소 Address						
	직업 Occupation						
학업성적 Academic performance							
교내·교외 장학금 수혜 상황 Status of school/external scholarships received	종류 Kind	금액 Amount	학년 학기 Grade / Semester	종류 Kind	금액 Amount	학년 학기 Grade / Semester	
요망사항 Preferred benefits							
<p>위와 같이 _____ 학년도 _____ 학기 장학금을 신청합니다. I hereby apply for a scholarship for the _____ semester of _____ as described above.</p> <p>_____ 년 _____ 월 _____ 일 Month/Day/Year 신청인(학생) : _____ (인) _____ (Seal) Applicant (student) :</p> <p>위 학생을 장학금으로 추천합니다. I hereby recommend the student whose name appears above for a scholarship.</p> <p>학 과(부)장 : _____ (인) _____ (Seal) Head (Chairman) of department (school):</p>							
<p><b>한 동 대 학 교 총 장 귀 하</b> <b>To: The President of Handong Global University</b></p>							