

Information on Application for Classes for the Fall Semester, 2026

1. Period of Application for Classes

Content	Period	Confirmation of academic advisor
Application for Classes	Aug 3rd(Mon) 09:00 ~ Aug 7th(Fri) 18:00, 2026	Aug 3rd(Mon) ~ Sep 7th(Mon), 2026
First day of Classes Fall Semester, 2026	Sep 1st(Tue), 2026	
Change of Classes, 2026	Sep 1st(Tue) 09:00~ Sep 7th(Mon) 18:00, 2026	

2. Procedure of Application for Classes

[Check the required credits for completion of course(page 7) → Search the Class Schedule/Syllabus → Application for Classes (Input the subjects into a computer) → Confirmation of academic advisor → Completion]

a. Check Required Credits for Program Completion

: Before registering for classes, students are required to confirm the required credits for their program (including major and research credits) as specified by their department, and to review the credits already earned as well as the courses they plan to take.

※ This process is intended to ensure that there are no issues with graduation or program completion.

: Portal Login → (New) Academic Affairs Information → Grade/Graduation → View Graduation Requirements Acquisition Status (General Graduate School)

b. Search the Class Schedule/Syllabus

: Portal Login → (New) Academic Affairs Information → Academic Course → View Course Schedule/Syllabus

: Portal non-Login : <https://mhaksa.ajou.ac.kr:30443/public.html#!/e020402>

c. Application for Classes

: Portal Login → (New) Academic Affairs Information → Academic Course → Application for Classes → Check the Department(학과) and Major(전공) → Click 'Apply' button of the courses that you want to take → Check the 'Application for Classes List' menu on the upper side.

※ [Please check the minimum major and research credit requirements set by your department for degree completion or course completion.](#)

d. Confirmation of Academic advisor

: Students must obtain **approval for their Application for Classes from their academic advisor**. Approval must be completed directly by the academic advisor through the AIMS system.

If an academic advisor has not yet been assigned, approval must be obtained from the **Dean (or Chair) of the department**.

※ If the academic advisor's approval is not completed after the student submits the application online, the Application for Classes will not be processed. Students are therefore responsible for ensuring that their academic advisor completes the approval by the designated deadline.

3. Application for classes Criteria and Procedure

☐ Maximum Credits per Semester: 12 credits (including research credit)

: The maximum number of credits that may be registered in a semester is **12 credits**, including research credits. Any credits registered in excess of this limit, as well as any grades earned for those credits, will not be recognized and **will be removed from the student's academic record**.

☐ **Application for Research credit**

: If the required number of research credits is not fulfilled, **graduation will not be permitted**, although course completion may still be possible.

- **Students admitted before 2014:** Required to register for 3 research credits per semester for each degree program

- **Students admitted in or after 2014**

• **Master's Program**

- Required to register for 3 research credits per semester

※ Only students in departments that require a total of 9 research credits for the Master's program are eligible to register for up to 6 research credits per semester

• **Doctoral and Integrated (Master-Doctoral) Programs**

- Eligible to register for 3 or 6 research credits per semester

※ Students who have not completed the required research credits are not eligible for degree graduation. However, they may complete the program (ABD) if they have fulfilled all required major credits and the minimum period of study.

※ Students who register only for research credits after completing the minimum required registration period (four semesters) are still required to pay the applicable tuition/registration fee.

☐ **Enrollment in Undergraduate Courses**

: Students may register for undergraduate courses during their period of enrollment, subject to the following maximum credit limits

1) Master's Program: Up to 6 credits

2) Doctoral Program: Up to 6 credits

3) Integrated (Master-Doctoral) Program: Up to 12 credits

• **Registration Period:** Same with 'Application for Classes' period.

• **Registration Procedure:** Log in to the AIMS Portal → Academic Information for graduate school(학사서비스) → Class Info(교과수업) → Application for Classes(수강신청) → Select [Undergraduate] Course Classification and the major ([학부]교과구분) → Select the designated course(s) → Click "Save"

※ Students can only apply for the designated courses confirmed by the Academic advisor after counseling.

☐ **Enrollment in Courses at Partner Universities (Credit Exchange Program)**

- Students may enroll in graduate-level courses offered at partner universities through the Credit Exchange Program.

- Credits earned through the program may be recognized toward the required major credits for graduation, up to **one-half of the total major credit requirement** for the student's degree program.

• **Eligible Courses:** Graduate-level courses offered at a partner university that are not offered by Ajou Graduate School during the relevant semester

• **Application Procedure:** Complete the Application Form for Credit Exchange Recognition (signed by the Course Instructor, Academic Advisor, Department Chair, and Dean) → Submit the application to the department office → The department submits an official request to the Graduate School Academic Affairs Team.

• **Partner Universities:** Konkuk University, Kyonggi University, Kyung Hee University, Korea University, University of Science and Technology (UST), Gwangju Institute of Science and Technology (GIST), Kookmin University, Korea National Defense University, Dongguk University, Myongji University, Seoul National University, University of Seoul, Sungkyunkwan University (SAINT), Sookmyung Women's University, Yonsei University, University of Ulsan, Ewha Womans University, Hallym University, and Hanyang University.

☐ **Application for Alternative Foreign Language Qualification Courses (English, Korean)**

- Application Period and Procedure: Applications must be submitted through the AIMS Portal during the regular course registration period.

※ Applications are not permitted during the course change period

- Eligibility for Application for Classes

- 1) English: Enrolled students and students who have completed all required coursework (excluding students on a leave of absence and students admitted to the Department of Pharmacy between September 2012 and September 2018)
- 2) Korean Beginning: International students who are enrolled or have completed all required coursework.

4. Note on Application for classes

☐ Confirmation of Application for Classes

After completing Application for Classes, students must obtain approval for their registered courses from the applicable academic advisor, or from the Dean of the Department if an academic advisor has not yet been assigned. If approval is not obtained, the Application for Classes will not be successfully processed.

☐ Confirmation of Required Credits

Students are required to confirm the required credits for major and research courses of their department(including department-specific required major courses) in advance to avoid any delay in program completion or graduation.

☐ Recognition of Major Credits

Graduate-level major courses offered by other departments may be recognized toward the student's major credit requirements if they are determined to be related to the student's field of study and approved by the student's academic advisor.

☐ Restriction on Duplicate Course Registration

Duplicate registration for the same course is not permitted. This restriction also applies to alternative foreign language qualification courses, such as English and Korean, that replace the foreign language examination requirement.

In particular, doctoral students must verify that courses completed or recognized during their master's program do not duplicate courses they intend to register for. **Credits earned from duplicate courses will not be recognized.**

※ Registration for a course with the same course title is not permitted, even if the course content or instructor differs.

☐ Confirmation of Registration Status

After completing Application for Classes, students must verify the status of their registration to ensure that there are no errors that could result in non-recognition of credits at the end of the semester.

☐ Scholarship Application

Students are eligible to apply for scholarships only if they meet all of the following requirements:

- Earned **at least 4 credits** in the previous semester;
- Received **no grade of F or U**; and
- Satisfied the **GPA requirement applicable to the scholarship.**

※ Notes

- Students who **complete only courses for which no semester GPA is calculated** (e.g., **research credits, P/F or S/U courses, or credit exchange courses**) are **not eligible for a scholarship** in the following semester.
- Students who had completed all major credits required for graduation as of the end of the Spring 2026 semester will be evaluated for the Spring 2027 scholarship based on their cumulative GPA, regardless of the number of **credits earned during the Fall 2026 semester.**

☐ Retaking a Course with an “F” Grade

An “F” grade will be removed only if the same course is retaken and a passing grade is earned.

☐ **Graduate School Core Curriculum Requirement (AJOU CORE)**

- Beginning with students admitted in 2026, “**Introduction to Graduate Research**” is designated as an AJOU CORE Major Required course (1 credit) and **must be completed as a graduation requirement**.
→ **Students must register for and complete this course during their enrollment period.**
- Students **admitted before 2026** are not required to complete this course. However, those who have not yet fulfilled the previous non-credit graduation requirement are strongly encouraged to take this course, as successful completion satisfies that graduation requirement.

5. Required Credits for graduation

Classification		Total Credits For Completion	Major Credits	Research Credits
Master's Course		30	21~24	6~9
(Advanced Practice in Nursing) - entered before 2015		(39)	(33)	(6)
(Advanced Practice in Nursing) - entered after 2016		(42)	(36)	(6)
(Dept. of Dependable software)		(45)	(39)	(6)
(Financial Engineering) - entered before 2013		(45)	(39)	(6)
(Financial Engineering) - entered in or after 2013		(42)	(36)	(6)
Doctorate Course	Students who entered before 2014	69	60	9
	Students who entered in or after 2014	69	54~60	9~15
	Students who entered in or after 2017	45	30~36	9~15
	Students who entered in or after 2024	45	27~36	9~18
Integrated Course	Students who entered before 2014	63	54	9
	Students who entered in or after 2014	63	48~54	9~15
	Students who entered in or after 2024	63	42~54	9~21

※ Students Admitted in 2014 or Later

- Students admitted in 2014 or later should **register for courses after confirming their department's graduation credit requirements**, as the required major and research credits within the total graduation credit requirements vary by department. Please refer to Required Credits for Graduation (page. 7-10).

※ Department-Specific Curriculum

- Some departments designate Major Required courses within their curriculum. Students are therefore required to review their department's curriculum before registering for courses. For detailed information, please contact your department.
- The curriculum for each department is available on the Graduate School website (grad.ajou.ac.kr → Academic Affairs → Handbook(요람)([Link](#)))

[Required Credits for Completion for PhD Students Admitted in or after 2017]

For PhD students admitted in **2017 or later**, the required credits shown below represent the credits that must be earned to complete the doctoral program at Ajou Graduate School. Credits earned during a master's program are not recognized toward the doctoral degree requirements. (cf. For students in the Department of Financial Engineering, up to 12 master's credits may be additionally recognized.)

※ Designated Courses

- Certain PhD students are required to complete **3 to 12 credits of designated courses** assigned to provide the academic foundation necessary for their doctoral studies. **The required number of designated-course credits is added to the student's graduation credit requirement.**

※ **Students Subject to This Requirement**

- Graduates of a professional or specialized graduate school.
- Students whose master's and doctoral majors are different.

※ **Exemption**

- Students may be exempted from this requirement upon review if an **Application for Exemption from Designated Courses** is submitted.
- Exemption requires approval by the **Department Chair**, the **PI**, and other required administrative procedures in accordance with University regulations.

※ **Applicability**

- This requirement applies to students admitted to the PhD program in 2017 or later.

6. Change of Classes

- 1) During the change of class period, students may change their registered courses after consulting with their academic advisor.
- 2) **If a registered course is cancelled**, students **must revise their course registration** during the change of class period.

7. Credit Recognition

a. Credit Recognition through the Credit Exchange Program(page.2)

- 1) Application schedules vary by partner graduate school. Students are advised to check the relevant notices on the Graduate School website Notice([Link](#)) before applying.
- 2) Grades are reported by the partner graduate school at the end of the semester.

※ **Notes**

- Credits recognized through the credit exchange program **cannot exceed a total of 12 credits** per degree program.
- Any application for, or modification of, courses taken at collaborative graduate schools **must be submitted on hand** to the Graduate School.
- Exchange courses must be included in the Graduate School curriculum of the partner universities but not offered at Ajou Graduate School in the relevant semester.
- If a course is offered by Ajou Graduate School in the relevant semester, enrollment in the same or equivalent course at the partner graduate school will not be permitted.
- The English course titles must be clearly stated on the Application for Credit Exchange Program.
- Students participating in the credit exchange program must comply with the academic regulations of the respective collaborative graduate school.

b. Recognition of Master's Credits for Newly Admitted PhD Students

- 1) Eligibility: Applicable only to PhD students admitted in or before the 2016 academic year
 - 2) Application Period: Within the designated application period at the beginning of the first semester of enrollment
 - 3) Scope of Recognition: Up to 24 credits, subject to approval by the Admissions Committee
 - 4) Procedure: Submission of application
 - Review and assessment by the department under the supervision of the Dean of the Department
 - Approval by the Dean and the Admissions Committee
 - Confirmation by the Director of the Graduate School
 - Final approval by the Dean of the Graduate School
- ※ If the Master's and Doctoral majors differ, a maximum of **12 credits** may be recognized.

Additional documentation for excess credit recognition must be submitted **only when required**.

c. Credit Recognition for New Students, Transfer Students, and Returning Students

- 1) Application Period: Within the designated application period, by submitting the Credit Recognition Application Form and official transcripts from the previous graduate school
 - ※ For **new and transfer students**, up to **one-half of the total credits required for graduation** earned at the previous graduate school may be recognized.
 - ※ For **returning students**, **all previously earned credits** may be recognized.
- 2) Procedure: Submission of application
 - Review by the **Dean** and the **Admissions Committee**
 - Confirmation by the **Director of the Graduate School**
 - Submission to the Graduate School
 - Final approval by the **Graduate School Committee**

d. Recognition of Graduate Course Credits Earned During Undergraduate Study

- 1) **Eligibility:** Applicable to students who completed graduate courses as undergraduate students from the second semester of 2006 onward
- 2) **Application Period and Scope of Recognition**
 - Up to **6 credits**, within the designated registration period during the **first semester of the Master's program**
- 3) Procedure
 - During the designated application period, students must submit the Application for Recognition of Graduate Course Credits Earned During Undergraduate Study, confirmed by their Academic Advisor and Department Chair, to the department office.

e. Non-Recognized Credits

- Credits earned from courses offered by **Specialized Graduate Schools* will not be recognized**.

* Graduate School of Management, Graduate School of Public Policy, Graduate School of Education, Graduate School of Industrial Studies, Graduate School of Information and Communication, Graduate School of ITS, Graduate School of International Affairs, Graduate School of Public Health, and Graduate School of Law

8. Further Information

a. Lecture Time Slots for Each Class Hour

Class hour 1 : 09:00 ~ 09:50	Class hour A : 09:00 ~ 10:15
Class hour 2 : 10:00 ~ 10:50	Class hour B : 10:30 ~ 11:45
Class hour 3 : 11:00 ~ 11:50	Class hour C : 12:00 ~ 13:15
Class hour 4 : 12:00 ~ 12:50	Class hour D : 13:30 ~ 14:45
Class hour 5 : 13:00 ~ 13:50	Class hour E : 15:00 ~ 16:15
Class hour 6 : 14:00 ~ 14:50	Class hour F : 16:30 ~ 17:45
Class hour 7 : 15:00 ~ 15:50	Class hour G : 18:00 ~ 19:15
Class hour 8 : 16:00 ~ 16:50	
Class hour 9 : 17:00 ~ 17:50	

b. Abbreviation for Lecture Halls

(Yul):Yulgok Hall (Da):Dasan Hall (Won):Wonchun Hall (Pal):Paldal Hall (West):West Hall
(East):East Hall (Energy): Energy Center (IUCB):Industry-University Cooperation Building
(Yeon): Yeonam Hall (Pharm): College of Pharmacy (Seong): Seongho Hall
(Hye): Hye-gang Hall

c. Change of Personal Information

- 1) Students who have modified their personal information (e.g., phone number, address, e-mail address, etc.) are required to update the relevant information through the AIMS portal system.

[Table] Required Credits for Graduation(Master's, Doctoral, and Integrated Programs)

- Students admitted in or after the 2024 academic year

Department	Master course			Doctorate course			Integrated Course		
	Major	Research	Total	Major	Research	Total	Major	Research	Total
Mechanical Engineering	24	6	30	36	9	45	54	9	63
Industrial Engineering	24	6	30	36	9	45	54	9	63
Chemical Engineering	24	6	30	30	15	45	48	15	63
Material Engineering	24	6	30	30	15	45	51	12	63
Environmental Engineering	24	6	30	30	15	45	48	15	63
Civil Systems Engineering	21	9	30	27	18	45	42	21	63
Transportation Engineering	24	6	30	30	15	45	48	15	63
Architecture	24	6	30	30	15	45	54	9	63
Architectural Engineering	24	6	30	30	15	45	54	9	63
Systems Engineering	24	6	30	30	15	45	48	15	63
Urban Development	24	6	30	30	15	45	54	9	63
Smart Convergence Architecture	21	9	30	27	18	45	42	21	63
Environmental and Safety Engineering	24	6	30	-	-	-	-	-	-
Electrical and Computer Engineering	21	9	30	27	18	45	42	21	63
Semiconductor Engineering	21	9	30	27	18	45	42	21	63
Mobility Engineering	21	9	30	27	18	45	42	21	63
Computer Engineering	24	6	30	30	15	45	48	15	63
Cybersecurity	24	6	30	30	15	45	48	15	63
Artificial Intelligence	24	6	30	30	15	45	48	15	63
Military Digital Convergence	24	6	30	30	15	45	48	15	63
Digital Media	24	6	30	30	15	45	48	15	63
Knowledge Information Engineering	24	6	30	-	-	-	-	-	-
Mathematics	21	9	30	27	18	45	42	21	63
Physics	21	9	30	27	18	45	42	21	63
Chemistry	21	9	30	27	18	45	42	21	63
Biological Science	21	9	30	27	18	45	42	21	63
Business Administration	24	6	30	36	9	45	54	9	63
Business Analytics	24	6	30	33	12	45	48	15	63
Global Convergence Business	24	6	30	36	9	45	48	15	63
Korean Language and Literature	24	6	30	36	9	45	54	9	63
English Language and Literature	24	6	30	33	12	45	54	9	63
French Language and Literature	24	6	30	36	9	45	54	9	63
History	21	9	30	33	12	45	48	15	63
Cultural Contents	24	6	30	36	9	45	54	9	63
Economics	24	6	30	36	9	45	54	9	63
Psychology	24	6	30	36	9	45	54	9	63
Sociology	21	9	30	27	18	45	48	15	63
Political Science and Diplomacy	21	9	30	27	18	45	48	15	63

Department		Master course			Doctorate course			Integrated Course		
		Major	Research	Total	Major	Research	Total	Major	Research	Total
Public Administration		24	6	30	30	15	45	54	9	63
Law		24	6	30	36	9	45	54	9	63
Medical Sciences		24	6	30	36	9	45	54	9	63
Biomedical Sciences		24	6	30	36	9	45	54	9	63
Nursing Sciences		24 (36)	6 (6)	30 (42)	33 (-)	12 (-)	45 (-)	51 (-)	12 (-)	63 (-)
Pharmacy	entered in 2014	24	6	30	-	-	-	51	12	63
	entered from 2015 to 2016	24	6	30	-	-	-	48	15	63
	entered from 2017	24	6	30	30	15	45	48	15	63
BioHealth Regulatory Science		24	6	30	30	15	45	48	15	63
Energy Systems Research		21	9	30	27	18	45	42	21	63
Molecular Science and Technology		21	9	30	27	18	45	42	21	63
Education		-	-	-	33	12	45	-	-	-
Financial Engineering		36	6	42	36	9	45	54	9	63
Convergence Healthcare Medicine		24	6	30	36	9	45	54	9	63
Data, Networks, and AI		24	6	30	30	15	45	48	15	63
Space Electronics and Information Engineering		24	6	30	30	15	45	48	15	63
Applied Bio Technology		24	6	30	30	15	45	48	15	63
Network Centric Warfare		24	6	30	30	15	45	48	15	63
Software		24	6	30	-	-	-	-	-	-
Artificial Intelligence Convergence Network		24	6	30	30	15	45	48	15	63
Systems Biomedical Informatics		24	6	30	30	15	45	48	15	63
Life Media		24	6	30	36	9	45	54	9	63
Science and Technology Policy		24	6	30	36	9	45	54	9	63
Digital Humanities		24	6	30	36	9	45	54	9	63
Transnational Visual Studies		24	6	30	36	9	45	54	9	63

- Students admitted **from 2014 to 2023**

Department	Doctorate course (entered from 2014 to 2016)			Doctorate course (entered in and after 2017)			Integrated Course		
	Major	Research	Total	Major	Research	Total	Major	Research	Total
Mechanical Engineering	60	9	69	36	9	45	54	9	63
Industrial Engineering	60	9	69	36	9	45	54	9	63
Chemical Engineering	54	15	69	30	15	45	48	15	63
Material Engineering	54	15	69	30	15	45	51	12	63
Environmental Engineering	54	15	69	30	15	45	48	15	63
Civil Systems Engineering	54	15	69	30	15	45	48	15	63
Transportation Engineering	54	15	69	30	15	45	48	15	63
Architecture	54	15	69	30	15	45	54	9	63
Architectural Engineering	54	15	69	30	15	45	54	9	63
Systems Engineering	54	15	69	30	15	45	48	15	63

Department		Doctorate course (entered from 2014 to 2016)			Doctorate course (entered in and after 2017)			Integrated Course		
		Major	Research	Total	Major	Research	Total	Major	Research	Total
Urban Development		54	15	69	30	15	45	54	9	63
Smart Convergence Architecture		-	-	-	30	15	45	48	15	63
Electrical and Computer Engineering		54	15	69	30	15	45	48	15	63
Semiconductor Engineering		-	-	-	30	15	45	48	15	63
Computer Engineering		54	15	69	30	15	45	48	15	63
Cybersecurity		-	-	-	30	15	45	48	15	63
Artificial Intelligence		-	-	-	30	15	45	48	15	63
Military Digital Convergence		-	-	-	30	15	45	48	15	63
Digital Media		54	15	69	30	15	45	48	15	63
Mathematics		54	15	69	30	15	45	48	15	63
Physics		54	15	69	30	15	45	48	15	63
Chemistry		54	15	69	30	15	45	48	15	63
Biological Science		54	15	69	30	15	45	48	15	63
Business Administration		60	9	69	36	9	45	54	9	63
Business Analytics		60	9	69	36	9	45	54	9	63
Korean Language and Literature		60	9	69	36	9	45	54	9	63
English Language and Literature		57	12	69	33	12	45	54	9	63
French Language and Literature		60	9	69	36	9	45	54	9	63
Cultural Contents		-	-	-	36	9	45	54	9	63
Economics		60	9	69	36	9	45	54	9	63
Psychology		60	9	69	36	9	45	54	9	63
Sociology		54	15	69	30	15	45	54	9	63
Political Science and Diplomacy		54	15	69	30	15	45	54	9	63
Public Administration		54	15	69	30	15	45	54	9	63
Law		60	9	69	36	9	45	54	9	63
Medical Sciences		60	9	69	36	9	45	54	9	63
Biomedical Sciences		60	9	69	36	9	45	54	9	63
Nursing Sciences		57	12	69	33	12	45	51	12	63
Pharmacy	entered in 2014									
	entered from 2015 to 2016									
	entered from 2017									
BioHealth Regulatory Science		-	-	-	30	15	45	48	15	63
Energy Systems Research		54	15	69	30	15	45	48	15	63
Molecular Science and Technology		54	15	69	30	15	45	48	15	63
Education		57	12	69	33	12	45	-	-	-
Financial Engineering		60	9	69	36	9	45	54	9	63
Convergence Healthcare Medicine		54	15	69	30	15	45	48	15	63
Space Electronics and Information Engineering		54	15	69	30	15	45	48	15	63
Applied Bio Technology		54	15	69	30	15	45	48	15	63

Department	Doctorate course (entered from 2014 to 2016)			Doctorate course (entered in and after 2017)			Integrated Course		
	Major	Research	Total	Major	Research	Total	Major	Research	Total
Data, Networks, and AI (D.N.A. Convergence)	-	-	-	30	15	45	48	15	63
Network Centric Warfare	54	15	69	30	15	45	48	15	63
Artificial Intelligence Convergence Network	-	-	-	30	15	45	48	15	63
Systems Biomedical Informatics	54	15	69	30	15	45	48	15	63
Life Media	60	9	69	36	9	45	54	9	63
Science and Technology Policy	-	-	-	36	9	45	54	9	63
Digital Humanities	-	-	-	36	9	45	54	9	63
Transnational Visual Studies	-	-	-	-	-	-	-	-	-