2027 YONSEI-KOICA Master's degree program in Social Economy

Original Document Submission Guide

Deadline	**Your package must arrive at the university by November 30, 2026.** Please allow enough time for international delivery.
Shipping cost	We will refund the shipping cost after you arrive in Korea. Keep the receipt and submit it to the program office then.

1. Documents to send

No.	Document	What to send	Apostille or consular legalization
1	**Undergraduate diploma**	Original, authenticated as shown in section 2	**Required**
2	**Official undergraduate transcript**	Original, authenticated as shown in section 2	**Required**
3	**Official English proficiency document (TOEIC, TOEFL ITP, TOEFL iBT, IELTS, or MOI)**	The original of the same document you submitted with your application. Do not send a different or newly issued score report.	Not required

2. How to authenticate your diploma and transcript

First, check whether your country is a party to the Apostille Convention in the HCCH status table:
https://www.hcch.net/en/instruments/conventions/status-table/?cid=41

	Your country is a party to the Apostille Convention	Your country is not a party
Issued in English	Get an apostille on the original from your country's designated authority.	Get consular legalization of the original at the Korean embassy or consulate in your country.
Not issued in English	1) Translate it into English and have the translation notarized. 2) Get an apostille on both the original and the notarized translation.	1) Translate it into English and have the translation notarized. 2) Get consular legalization of both the original and the notarized translation at the Korean embassy or consulate in your country.

- **Notarization alone is not accepted.**
- Depending on your country, getting an apostille or notarization may take more than one month. Please start the process as early as possible.
- The English proficiency document (No. 3) does not need an apostille or consular legalization.

3. Mailing address

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Important: If authentication (apostille or consular legalization) is incomplete or missing, you must send the corrected documents by express mail at your own expense. Until then, your final admission may be put on hold, and it may be cancelled.