



CHUNGBUK  
NATIONAL UNIVERSITY

# W HOW TO REACH OUT TO UNIVERSITIES AS A STUDENT

국제교류본부  
OFFICE OF INTERNATIONAL AFFAIRS

## How To Get [Form 3-1] Letter of Recommendation(LOR)?





*HOW TO GET*

*[FORM 3-1] RECOMMENDATION LETTER*

*FROM YOUR PROSPECTIVE ACADEMIC  
ADVISOR (PROFESSOR) AT CBNU?*





# 1. Via CBNU Graduate School's website



GRADUATE SCHOOL

Graduate School

Admissions

Academic Affairs

Dissertations

Community

BK21

<http://graduate.chungbuk.ac.kr/eng/sub.php?menukey=10929>

A Dynamic  
Future  
Through the collaboration of  
University community

Chungbuk National University,  
Leading Social Changes with Warm-hearted Sharing

Graduate School > Overview of Departments > Humanities and Social Sciences

Graduate School

Humanities and Social Sciences

Dean's Message

History

Faculty and Staff

Vision and Goal

Visions and Goals

Our Path Forward



College of Humanities

Department of Korean Language and  
Literature Master's Program /Doctoral Program

Introduction

The Department of Korean Language and Literature trains talented human resources who aim for the world beyond regional culture and national development through education and research on Korean language and writing. With the awareness that professionals who create

CLICK

Go to homepage

국제교류본부

OFFICE OF INTERNATIONAL AFFAIRS

## 2. FIND YOUR DESIRED MAJOR/DEPT. AND VISIT WEBSITE

Home | Korean



Chungbuk National University College of Electrical & Computer Engineering  
**School of Electrical Engineering**

CLICK

Professor

Curriculum

Graduate Course

<NOTES>

The website of some depts. do NOT provide English page.  
If so, please reach out to each dept. by phone calls for further information



The Best

LEAD THE ELECTRICAL ENGINEERING

The Department of Electrical Engineering offers a degree in Electrical Engineering (BSEE) which is tailored to prepare graduates for professional work in the various related fields.

Introduction

Introduction

HOME > Introduction > Introduction

> Introduction

■ Introduction

> Coming to the Campus



# 3. CHOOSE A PROF. BASED ON DESIRED SPECIFIC MAJOR

Home | Korean



Chungbuk National University College of Electrical & Computer Engineering  
**School of Electrical Engineering**

CLICK

Professor

Curriculum

Graduate Course

<NOTES>

Email / Call / Visit (If you are on campus) them with your Statement of purpose and other academic performance asking [Form3-1] Recommendation letter



Professor

Professor

HOME > Professor

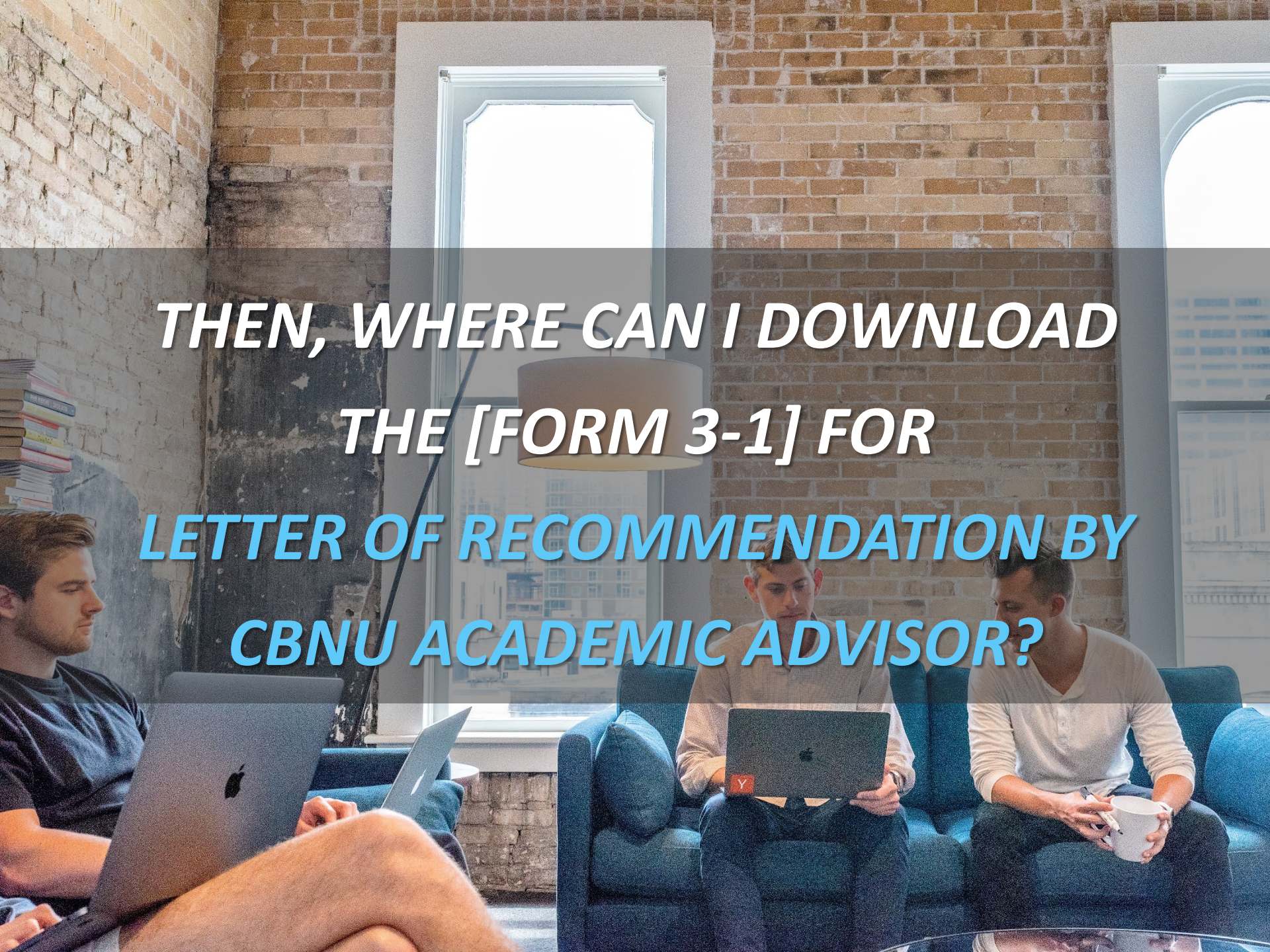
> Professor

Professor



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The background image shows three young men in a modern, industrial-style living space. They are sitting on a blue sofa and a chair, working on their laptops and a tablet. The room has exposed brick walls, large windows with white frames, and a stack of books on a shelf. The text is overlaid on the image in a semi-transparent grey box.

***THEN, WHERE CAN I DOWNLOAD  
THE [FORM 3-1] FOR  
LETTER OF RECOMMENDATION BY  
CBNU ACADEMIC ADVISOR?***



## 지도(예정)교수 의견서

(Recommendation by CBNU prospective academic advisor)

학위 (Degree)	지원연도 (Year)	학기 (Semester)	학과 (Department)	전공 (Major)
<input type="checkbox"/> 석사(Master's) <input type="checkbox"/> 박사(Doctoral) <input type="checkbox"/> 석박통합(Combined M.sc./Doctoral)		<input type="checkbox"/> 전기(Spring) <input type="checkbox"/> 후기(Fall)		
성명 (Name)	국적 (Nationality)	수업 희망 언어 (Preferred medium of instruction)	취득 어학 자격증 (Linguistic Proficiency)	등급 / 점수 (Level / Score)
		<input type="checkbox"/> 한국어(Korean) <input type="checkbox"/> 영어(English)	<input type="checkbox"/> 토픽(TOPIK): <input type="checkbox"/> 영어(English):	/

• 학업 및 연구계획서 검토의견(Opinion of applicant's statement of purpose)

• 수학능력 의견(Opinion of applicant's academic ability)

• 언어능력 의견(Opinion of applicant's linguistic proficiency)

- ※ 지원자가 별도의 공인어학능력자격을 소지하지 않은 경우, 보다 상세하게 작성 요망  
(Provide details if applicant does not have any certificate of linguistic proficiency)
- ※ 본 의견서를 받아 제출하는 지원자는, 별도의 공인어학성적이 없어도 입학(어학)자격 충족 가능  
(Applicant may be admitted without a certificate of linguistic proficiency if deemed qualified in this recommendation)

• 종합의견(General evaluation)

지도(예정)교수 확인 (Academic Advisor or Senior Professor)	소속학과(Dept.)	
	성명(Name)	
	서명(Signature)	
	확인일자(Date)	

SCAN ME



You can download the form here!

<https://cia.chungbuk.ac.kr/menu/key/268>





- **IMPORTANT NOTES**

1. Professors usually have lots of classes and schedules, which means they are not likely to reply back to your email as soon as they receive.  
If you aspire to studying enough to reach out to the professors early, you will make it.  
\* It is not guaranteed that you will get the [Form3-1] Recommendation letter from them.
2. [Form3-1] Recommendation letter is a mandatory document.  
Without it, you are NOT eligible for applying.
3. It does NOT mean that you will pass all screening process even though you have got the Recommendation letter. There is still possibility that you would not make it even though you have got the recommendation letter.





# INQUIRY

**Tel:** +82-43-261-3841

**Email:** [minhakim@cbnu.ac.kr](mailto:minhakim@cbnu.ac.kr)

## **Website**

[Chungbuk National University](#)  
[OFFICE OF INTERNATIONAL](#)  
[AFFAIRS](#)  
[Graduate School](#)

## **Address**

OFFICE OF INTERNATIONAL  
AFFAIRS(#153, N10), Chungbuk  
National University

1 Chungdae-ro, Seowon-gu, Cheongju,  
Chungbuk 28644, Republic of Korea

