

**The Graduate School
Department of Political Science and
International Relations**

Academic Affairs Regulations

Second Semester of 2022

Political Science & International Relations

Course Completion / Credit Exchange / Supplementary Credit

1. Credit Hours Required for Graduation

	Master's Degree Program
Credit Completed	(A) Major Courses: 24 Credits (B) Supplementary Courses (for applicable students only) (C) Minor (for applicable students only) (D) Thesis Seminar I
	Doctoral Degree Program
	(A) Major Courses: 36 Credits (B) Supplementary Courses (for applicable students only) (C) Thesis Seminar I, II

- Each graduate student must fulfill at least 1/2 of the credits (excluding supplementary) required for graduation by taking courses offered by the Department they belong to (Department of Political Science & International Relations).
- Students in the master's degree program or the integrated program can take the thesis seminar from the semester following the completion of the research ethics course and on passing the comprehensive exam.
- The thesis seminar I of the doctoral degree program may be taken by students who have registered for more than 3 semesters and have acquired the credits needed to complete the doctoral degree or during the semester acquiring the credits needed to complete the doctoral degree. The thesis seminar II can be taken during the semester following the completion of the thesis seminar I and on passing the comprehensive exam.

2. Credit Requirements per Semester

- Students in the master's degree, doctoral degree and the combined degree programs may take up to 12 credits per semester.

3. Credit Exchange and Credit Recognition

- Students may take up to 12 credit hours for the master's degree program or up to 18 credit hours for the doctoral degree program from the credit exchange classes of the other departments of the general graduate school, professional graduate schools or specialized graduate schools of our university or other graduate schools, under the supervision of the head professor of the department.
- Up to 6 credit hours may be taken per semester
- Students cannot take courses from the other graduate schools that are also offered by the graduate school that he/she belongs to.

4. Taking Supplementary Courses

(1) Students subjected to taking supplementary courses

- Students who are enrolled in an upper level program that differs from the major field of their lower level degree program
- Students deemed necessary to take supplementary courses by the department
- Principle of completing no less than 3 credit hours and no more than 12 credit hours of the supplementary courses

(2) Procedures and Notes

- Requires supervision on supplementary credit hours prior to the first course registration: Head Professor of the Majoring Department

(3) Students may take additional credit hours when taking supplementary courses (up to 15 credit hours).

- It is recommended to take classes from the department of political science & international relations graduate school or the 3rd or 4th year of an undergraduate program for the supplementary courses. Recommended to take the courses related to political science & international relations major.

(Need to consult with and obtain permission from the department head prior to registering for the supplementary courses)

* Verifying the Completed Credit Hours Necessary to Complete the Supplementary Credit Hours,

Etc.: Can be found at <Ewha Portal System (<http://eportal.ewha.ac.kr>) (Login) → EUREKA

Integrated Administration → Academic Affairs → Grades → Inquire Individual Completed
Credit Hours>

< **Addendum** >

- A. Shall be determined pursuant to the above criteria but if difficult to make a clear determination, then a determination will be made through consultation with the department chair.
- B. For students who majored in a different field from another university, the department head may impose supplementary credits in consideration of the circumstances.
- C. The department chair will supervise the students to take the necessary classes, in addition to designating the subjects for supplementary credits.
- D. Shall recommend the students to take classes by searching for the subjects related to the major field of study.

Comprehensive Exam

1. Implementation Period

- 1st Semester: May ~ June; 2nd Semester:

2. Eligibility:

- Students who have registered for more than 3 semesters for the master's degree or doctoral degree programs and acquired the credit hours necessary to complete each degree program or is in the semester of acquiring the credit hours necessary to complete the degree program.

* **Students subjected to taking the comprehensive exam will be individually notified by the department, each semester, and the students need to register for the comprehensive exam after verifying whether he/she is eligible.**

3. Test Subjects: 2 or more subjects for the master's degree/ 3 or more subjects for the doctoral degree

- **Students select 2 subjects that they have taken and ask the relevant professors to write the questions for the comprehensive exam**

* **Must be different professors and different subjects**

- **After receiving the exam questions, take the exam in a take-home format and submit the answers to the professor via e-mail.**

4. Internal Rules on Implementing the Comprehensive Exam

- (1) May apply to take the exam upon acquiring the credit hours necessary to complete each program.
- (2) The thesis seminars can be taken only after passing the comprehensive exam.
- (3) If the credit hours necessary to complete the degree program are not acquired during the semester when the comprehensive exam is registered for, then it shall be invalidated.
- (4) The graduate school comprehensive exam can only be taken up to 2 times, as a rule.

Thesis Advisor / Leave of Absence

■ Decision on the Thesis Advisor

- Master's: 3rd semester, as a rule.
- Doctoral Program: at the time of enrollment, as a rule.

■ Leave of Absence

- Total of 2 semesters for the master's program, and 4 semesters for the doctoral program
- Leave of absence can be requested for a semester at a time

English Certification

1. English Exams

English certification of foreign students, one of the requirements for graduation, can be obtained in one of three methods: (1) submission of official English scores; (2) passing the English class at the Graduate School English Program at the Language Center; or (3) the submission of the TOPIK score.

(1) Evaluation through official language tests

Classification	TOEFL (Doctoral/ Master's)		TOEIC (Doctoral/ Master's)	TEPS (Doctoral/ Master's)	IELTS (Doctoral/ Master's)	TOPIK (Foreigner) (Doctoral/ Master's)
	IBT	PBT				
Political Science & International Relations	79	550	730	349	6.0	Grade 6 / 5

- Submit the test scores from within 2 years to the department office at the beginning of the semester.

(The submission time will be notified on the homepage of the department / typically in May and November)

(2) Evaluation through the Graduate School English Language Program at the Language Center

- Attend 80% or more of the total classes and register to take the evaluation test during the evaluation test application period.
- Students who failed the evaluation will be recognized as re-taking the class when they take the “Graduate School Special English Class” of the Language Center within 1 year and take the evaluation test
- The Graduate School Special English Class held 4 times a year (spring, summer, fall and winter), and please refer to the Language Center website (<http://elc.ewha.ac.kr>) for details.

Qualification to Submit a Thesis

- ✧ Completion Requirements – Course credit completion + Comprehensive exam + Regular registration of 4 semester or more
- ✧ Graduation Requirements - Completion + Pass the thesis evaluation + English certification

1. Thesis Advisor

- (1) Selection of the Thesis Advisor
 - Before the end of the 3rd semester for students in the master's degree program and combined program
 - Before the end of the 1st semester for students in the doctoral degree program
 - Requests to Change the Thesis Advisor: End of each semester
- (2) The thesis advisor is determined during the semester prior to the thesis through consultation with the advisor.
- (3) The interim presentation of the thesis (proposal) is openly conducted in the presence of all the professors of political science and international relations department, and the students in the thesis semester must present and submit the thesis plan
 - Proposals for political science and international relations department are conducted in February and August of each year
 - PPT and the written presentation of the proposal should be prepared and sent to all professors of political science and international relations department via mail and e-mail (typically 10~20 pages long, but the quantity is not stipulated)
 - Presentation of the proposal will be 30 minutes for the master's degree and 40 minutes for the doctoral degree (including Q&A)

2. Subjected Students

- (1) Students in the Master's Degree and Combined Degree Program: Students who registered for 3 or more semesters and an advisor is undetermined
- (2) Students in the Doctoral Degree Program: Students in the first semester and an advisor is undetermined

3. Thesis Review Method

- The thesis review panel will be composed of 3 or more members for the master's degree and 5 or more members for the doctoral degree.
- At least 1 session (including an oral examination) for the master's degree and at least 2 sessions (including oral examination) for the doctoral degree
- Conducted through oral questioning and a presentation with the 3 review panel members (5 for the doctoral degree) and the student at one location (the thesis advisor is the ex-officio panel member)

4. Thesis Review Procedure

- (1) Eligibility to Submit a Thesis: A person who satisfies the following conditions prior to the thesis review date may submit the thesis
 - A person who acquired all credit hours needed to complete the degree program
 - A person who passed the thesis submission eligibility exam (foreign language test, comprehensive exam)
 - A person who completed the research ethics course
 - A person who is taking the thesis seminar
 - Doctoral Degree: to be granted with a degree, students of the doctoral degree program must have published at least 1 thesis, as the lead author (the first author or corresponding author) in an academic journal stipulated by the department while being enrolled
- (2) Submission of the Thesis for Review
 - Review Period: any time during a semester
 - 3 copies for the master's degree thesis, 5 copies for the doctoral degree thesis
 - Thesis submission candidates must submit the thesis approved by the thesis advisor to the relevant members of the review panel at least one week prior to the review date.
 - Thesis submission candidates must pay the applicable review fees
- (3) Thesis Review Decision
 - In order to pass the master's degree thesis, at least 2/3 members of the review panel must consent to approval .

- In order to pass the doctoral degree thesis, at least 4/5 members of the review panel must consent to approval .
- The chair of the review panel must submit the results to the dean of the graduate school through the department head.