

「2024-1」 Course Registration Guide

1. Period: 2024. Feb. 5.(Mon) ~ Feb. 13.(Tue)

2. How: Only using computer(web)

※ mobile course registration is possible only this period[2024. Mar. 4.(Mon) ~ Mar. 8.(Fri)]

3. Check course registration year(semester)/수강신청학년(학기) here: 통합정보시스템 (Integrated Information System) → [학생기초정보] (the red box down below)

4. Academic Probation Course Registration Credit Limit: According to School Regulation Article 66-2, those who are on academic probation will be limited to 3 credits in this term's course registration if they didn't take the required program.

5. Graduate students are generally not permitted to enroll in undergraduate liberal arts and general selection courses. (But, exceptions may be granted if necessary, such as for obtaining a certificate.)

※ What is Course Registration Year(Semester)/수강신청학년(학기)?

It is an advanced grade.

- EX1) If a student is currently in the 4 year, 7 semester, the student enter the 4 year, 8 semester. So, this student will be eligible to register for courses on the 4 year course registration date.
- EX2) If a student, is currently in the 2 year, 4 semester, the student will advance to the 3 year, 5 semester. So, this student will be eligible to register for courses on the 3 year course registration date.
- You can verify your course registration year after 2024. Jan. 19(Tue). Before proceeding with the course registration, it is essential to confirm your designated course registration year.

1. Outline

A. Subject

- Enrolled students (undergraduate & graduate), students on a leave of absence (scheduled to return to school), re-entry students, freshmen, part-time enrollment students, and students who are registered after completion

B. Schedule

For undergraduate students, course registration will occur separately for each grade to prevent server overload and ensure a seamless academic guidance experience.

□ Undergraduates

Classification	Date	Time	Note
Pre-course registration	2024. Jan. 29.(Mon) ~ Jan. 31.(Wed)	09:00~18:00	
Student who subject to engineering certification	2024. Feb. 1.(Thu)	10:00~17:00	
Disabled students	2024. Feb. 2.(Fri)	-	Those eligible apply for Disabled Student Support Center/장애학생지원센터 by 12:00 on Feb. 1.(Thu) 2024
4 th year students	2024. Feb. 5.(Mon)	09:30 ~ 11:30	Check your course registration year at [통합정보시스템 (integrated information system)]
3 rd year students	2024. Feb. 5.(Mon)	15:00 ~ 17:00	
2 nd year students	2024. Feb. 6.(Tue)	09:30 ~ 11:30	
1 st year students	2024. Feb. 6.(Tue)	15:00 ~ 17:00	
all students	2024. Feb. 7.(Wed) ~ Feb. 13.(Tue)	09:00~18:00	
undergraduate freshman	2024. Feb. 19.(Mon) ~ Feb. 20.(Tue)	09:00 ~ 18:00	Including International Freshmen
undergraduate transfer student	2024. Feb. 26.(Mon) ~ Feb. 27.(Tue)	09:00 ~ 18:00	Including Newly Admitted Students

※ If you have any inquiries, please contact us on Feb. 13(Tue).

C. Preliminary Course Registration

▶ What is the Preliminary Course Registration?

A system that **enables students to efficiently complete the official course registration by storing desired courses**, similar to online shopping carts. This allows students to register within their individual maximum credit limit, without course-specific quotas.

- Subjects: Enrolled Students and Students who will return to school after the leave, etc
 ※ New and transfer students for 2024-1, are not subjected.
- Period: **2024. Jan. 29.(Mon) 09:00 ~ Jan. 31.(Wed) 18:00**
- Course: All opened courses for 2024-1
- How: 수강신청시스템(<https://sugang.cnu.ac.kr/>) → 수강관리 → 예비수강신청 ※ **Possible on website only**
- Preliminary Course Registration '우선확정'
 - Definition: After pre-course registration, subjects listed within the course quota will be collectively applied, eliminating the need for separate class applications during this course application period. This is designed to enhance convenience for students
 - Course: Will be posted on the CNU homepage → 백마광장 → 학사정보
 - Result: **After 2024. Feb. 1.(Thu) 18:00** 통합정보시스템(Integrated information system) - Click '수강신청내역 조회' → Check '수강내역'
 - Notes: If the number of students has exceeded and students are not registered, **they must apply on a first-come-first-served basis during the official course registration period.**
- Notes **[Important★]**
 - **The preliminary course registration is not the official registration. Students must do the official course registration during the OFFICIAL registration period.**
 - After the preliminary course registration, course information such as professor, timetable, and lecture room may be subject to change. **Therefore, it is advisable to verify the information before the official course registration**
 - **The School of International Studies do NOT provide any '우선확정' courses.**

D. Confirmation and change period

대상	일자	시간	비고
All Students	2024. Mar. 4.(Mon) ~ Mar. 8.(Fri)	09:00~18:00	

- ※ During this period, students have the option to apply for new courses or make changes to the ones they registered for during the course registration period.
- ※ If a course is canceled due to insufficient enrollment, students who registered for that course must apply to change their course (the specific period for this will be announced when the time comes).

E. Re-take of canceled course: 2024. Feb. 5.(월) 09:30 ~ May. 16.(Thu) 23:59

- Students must apply for canceled courses that student have already taken on **integrated information system(통합정보시스템)**
- How: In the course registration period, you can follow the below procedure

<Procedure>

통합정보시스템(Integrated information system) → Click '수강관리' → Click '폐지과목재이수신청' → You must specify the re-take courses.

F. Correction for course clarify: 2024. Feb. 5.(Mon) 09:30 ~ Feb. 29.(Thu) 18:00

G. Notes

- All students **MUST VERIFY** what year is for my course registration year on the Integrated Information System (통합정보시스템) and proceed with course registration according to the schedule assigned for each academic year.
- ※ Re-entry students can check the applicable academic year and curriculum information through their department or the Integrated Information System.
- Course registrations for students on leave of absence (scheduled to return to school) will be invalidated if they do not report their return and apply through the official process during the designated returning application

period.【2024. Feb. 1.(Thu) ~ Feb. 29.(Thu)】

- ※ Apply for it on the 통합정보시스템(Integrated Information System) or visit 종합민원서비스센터/General Civil Service Center(821-5029, 5034) and submit "복학원 /application for returning school"

2. How to register

A. Period: 2024. Feb. 5.(Mon) ~ Feb. 13.(Tue)

- ※ Details are the table「수강신청 일정」 above(2p)

B. Course Registration System(Using only coumputer)

- ※ on the Registration confirm and change period [2024. Mar. 4.(Mon) 09:00 ~ Mar. 8.(Fri) 18:00]it is possible to use mobile for course registration

C. How to access

구분	접속경로	로그인 방법
Enrolled Student	Enrolled students Course Registration System: https://sugang.cnu.ac.kr	Login with your Student No.
New Student	New students Course Registration System: https://sugang.cnu.ac.kr/Flogin.do	Login with your Application No.

- **Enrolled Students:** Login with your **student number**
 - ※ The initial password for a new student (re-entry student, exchange student) is '**8 digits of your date of birth + !@#**' (ex: if the birthday is 2020.mar.1., the initial password is 20200301!@#)
- **New Students:** Login with your **application(candidate) number**
 - ※ When you login with your application number, the password is '**6 digits of your date of birth**'
 - ※ Login with your student number and new password(password: **8 digits of your date of birth + !@#**) on the Course Registration confirm and change period(on March) and login on the enrolled student course registration system(not the new students registration system)

3. Check the course information & guide

- Before the course registration, all the students **must check the syllabus and guideline**. Also you must check all the courses and credits to meet the graduation requirement through the course guidance(inquire department office) from your own department(professor and dean of department)
 - ※ Check the graduation requirement using the '**Graduation Self-examination/졸업자기진단**' on the **integrate information system/통합정보시스템**
- You can check the courses, each courses'timetable, syllabus or curriculum on the [통합정보시스템(integrated information system)] for this term

< How >

☞ Link: <https://sugang.cnu.ac.kr> or <https://sugang.cnu.ac.kr/Flogin.do> → 수강편람조회, 강의계획서 조회

☞ 통합정보시스템/Integrated Information System:
CNU Portal(Login) → 통합정보시스템 → 학사행정 → 일반교육과정 → 수강편람

- The information about professors, instructors, or classrooms may be subject to change. Therefore, students **are advised to check the timetable and syllabus just before the course registration. For any inquiries, please contact the department office.**

4. Other Information

- If the tuition fee is not paid after the course registration or if the return to school procedure is not implemented, **the course registration will be automatically invalid.**
- Unable to register for courses overlapping class hours
 - ※ In the case of courses where the class schedule is not entered in the previous table, the class schedule determined by the opening department must be taken, and the class will be canceled if the class schedule overlaps.
- Before applying for a course, make sure to check the contents of the "**graduation self-examination(졸업자기진단)**" of the integrated information system (current status of individual credit acquisition, whether graduation standards, etc.) before applying for the course.
 - ☞ Chungnam National University Portal (login) → Integrated Information System → First page 'graduation self-examination(졸업자기진단)'

- D. Applications for all courses will be done within the scope of the course quota, and **contact the course department for matters concerning the course quota.**
- E. Applications for re-take **must be applied for the same subject (subject with the same subject number)** to be re-take processed (make sure to check whether re-take is processed).
- Restriction on re-entry qualifications: Students admitted after the 2006 school year (including re-entry and transferred students) can re-take **C+ or less subjects.**
 - ※ Entrants before the 2005 school year (including re-entry and inclusion scholars) can re-take regardless of their grades
 - ※ **GPA limitation:** From 2018 admissions (applicants of the 2018 curriculum), the grades that can be acquired upon re-Acceptance are limited to **A⁰.**
- F. Students who entered the school after the 2006 school year can apply for courses **up to 21 credits** if **the average GPA for the previous semester is 3.75 or higher** (based on 130 credits for graduation)
- G. For **mandatory graduation subjects** such as Counselig for the future planning, **you must check in advance** whether you have **completed the course** and apply for the course within the period (additional course registration is not possible)
- H. **Do not use 'Back','Forward' button.**
- ※ Previous connections may result in an error because content stored on your computer is viewed
- I. **You must logout immediately after completing the course registration.**
- ※ Password Change: Course registration system(<https://sugang.cnu.ac.kr>) → Password initialization (center of the page)
 - ※ **If the password is exposed, the contents of the course registration cannot be protected, so thoroughly managed**
- J. **Multiple or double access** to the course registration system is not possible to prevent overloading of access.
- K. **Using macro programs for course registration is prohibited.** Real-time monitoring results indicate that **users employing macros may have their course registrations invalidated.**

Sales of registered courses are strictly prohibited, and disciplinary action may be imposed if caught.

2024. Jan.

President of Chungnam National University

How to registrant course and Notes

1. How to registrant preliminary course

- Click: <https://sugang.cnu.ac.kr>

1. 예비수강신청 안내 - 로그인

충남대학교 예비 수강신청

교육과정조회(학부) 교육과정조회(대학원) 수강편람조회 강의계획조회 강의실별시간표조회 학사정보 충남대학교

2023년도 2학기 수강신청 기간

대상	일자	시간	비고
예비수강신청 (학부 및 대학원생)	2023-07-18(화) ~ 2023-08-02(수)	09:00 ~ 18:00	2023년도 2학기 수강신청 학년학기 확인 (동압정보시스템) 확인

예비 수강신청 로그인

학번 또는 포털아이디를 입력하세요

패스워드를 입력하세요

로그인

※ 수강신청시 아이디는 학번 또는 포털아이디입니다.
아이디찾기 비밀번호찾기

회원 로그인 >

2. 예비수강신청 안내 - 기간안내

학사행정

- 수강관리
 - 예비수강신청**
 - 예비수강신청내역조회
 - 수강신청
 - 수강신청내역조회
 - 수강편람조회

수강신청 기간안내

※ 수강신청 기간
2022년5

수강신청 학년학기 여부

학과 공지사항

<2022학년도 수강신청 안내>

3. 예비수강신청 안내 - 예비수강신청

주강교(교직) 복수전공(교직)
 기문/제한학점 교과적응년도 2022 교과적응학과 인문대학 영어영문학과
 *수강신청학년(학기) 수강가능 진로선택 LINC 참여여부 Y

검색구분 과목번호-분반 과목번호-분반 학부

● 개설강좌

본 화면은 예비수강신청 화면입니다. 실제 수강신청 확정은 수강신청 화면에서 이루어 집니다.

신청	학년	과목번호	분반	과목명	이수구분	수업방식	영어강좌	핵심교양영역	학점시수	평점	제한	수강	입
신청	2	13686	00	문학과 영상	전공(심화)				3/3/0		0	0	
신청	2	19892	00	영작문 3	전공(심화)				2/2/0		0	0	비
신청	2	19892	01	영작문 3	전공(심화)				2/2/0		0	0	계
신청	2	29106	00	영어발음실습	전공(심화)				3/3/0		0	0	
신청	3	13722	00	영미문화와 문학	전공(심화)				3/3/0		0	0	
신청	3	24393	00	영어의미와 활용	전공(심화)				3/3/0		0	0	
신청	3	24393	01	영어의미와 활용	전공(심화)				3/3/0		0	0	
신청	3	29107	00	전대화문화	전공(심화)				3/3/0		0	0	

● 예비수강신청 신청내역

수강신청학점 신청과목수 교직원학점

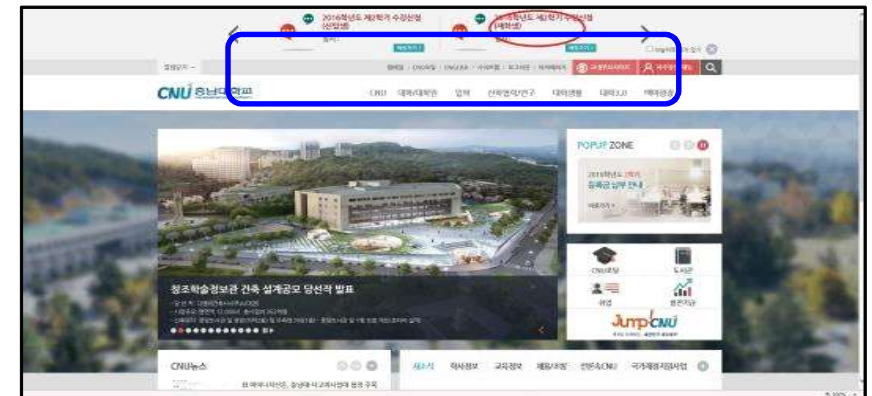
삭제 과목번호 ▲ 분반 ▲ 과목명 ▲ 이수구분 ▲ 영어강좌 ▲ 화상강의 ▲ 핵심교양영역 ▲ 학점 ▲ 재이수 ▲ 평점 ▲ 담당교

※ Preliminary course registration is the same as the official course registration (Complication decision, Check duplicate timetable, Check limited credit, etc), the difference is that you apply without checking the limited number of students when you register for the course.

※ During the official course registration period, you must apply a course for the preliminary course.

2. How to supply the official course registration

- ☐ Direct access to the CNU course registration system
 - Enrolled Student: <https://sugang.cnu.ac.kr>
 - New student(Freshmen): <https://sugang.cnu.ac.kr/Flogin.do>
- ☐ Access to the CNU course registration system through the CNU homepage
 - <http://www.cnu.ac.kr>(충남대학교홈페이지) ⇒ Click 수강신청(재학생, 신입생) 바로가기



- ☐ Login – ID(Enrolled Student No./New student: Application No.), Pw(New student: Your birth(ex040101))

충남대학교 재학생 수강신청

교직원학점조회(학부) 교과과목조회(대학원) 수강신청조회 강의계획서조회 강의실명사전표조회 학사정보 학내정보

2023년도 2학기 수강신청 기간

대상	일자	시간	비고
대학원 - 장학생 (대학원생)	2023-08-07(월) ~ 2023-08-11(금)	09:00 ~ 18:00	
학부 - 4, 5 학년 (재학생 및 복학예정자, 재입학생)	2023-08-07(월)	09:30 ~ 11:30	
학부 - 3 학년 (재학생 및 복학예정자, 재입학생)	2023-08-07(월)	15:00 ~ 17:00	
학부 - 2 학년 (재학생 및 복학예정자, 재입학생)	2023-08-08(화)	09:30 ~ 11:30	2023년도 2학기 수강신청 학부생이 확인 (동일명부시스템) 확인
학부 - 1 학년 (재학생 및 복학예정자, 재입학생)	2023-08-08(화)	15:00 ~ 17:00	
학부 - 1, 2, 3, 4, 5 학년 (재학생 및 복학예정자, 재입학생)	2023-08-09(수) ~ 2023-08-11(금)	09:00 ~ 18:00	

재학생 수강신청 로그인

학부생 수강신청 로그인

※ 수강신청시 아이디는 학번 또는 복학여부 여부, 재입학여부 여부, 재입학여부 여부

※ 수강신청 안내

□ Click 수강관리 ⇒ Click 수강신청(Among two blue box, student can click one button)

< Course Registration Screen(example) >

- Select '검색구분' ⇒ After selecting a liberal arts course or major, apply for a course after inquiring about the course, or after searching about the university and subject number.
- Click the "신청(apply)" in the "개설강좌(Open course)" list inquired by subject number-division "direct write" or search classification in [검색구분]

- If you apply for a course during the preliminary course registration period<2024. Jan. 29(Mon) ~ Jan. 31(Wed)>, you can apply for this course by clicking the "확정하기" in the [예비수강신청내역]
- (But, if there are no students available at the time of clicking the "Confirm" button, you cannot apply for the course.)
- Course confirmed as '우선확정' can be checked in [신청내역] (If you click the '삭제', it will be canceled)
- Note
 - Check the course syllabus and guidelines. → Course registration → check the '수강신청내역'(Your course registration list)
 - When applying for a re-take course, you must apply with the same subject number, and as a result of the application, "Y" must be displayed in the re-take column to complete the re-take process
 - In the case of a canceled course, an integrated information system → Click 수강관리 → application for re-take of canceled course must be applied separately

3. Credit based on course registration per semester

□ Entrants after the 2013

Graduation Credit	Standard Credit	Student with excellent grades (GPA is more than 3.75)	비고
130 ~ 144	Within 18	Within 21	
145 ~ 160	Within 21	Within 24	
164 ~ 170	Within 18	Within 21	Excluding pharmaceutical and medical schools
164	Within 26	Within 29	Medical school
168	Within 26	Within 29	※ Applicable from 2017
232	Within 23	Within 25	pharmaceutical Schools
72	Within 21	Within 24	Medical preparatory veterinary preparatory

□ Entrants after the 2012

Graduation Credit	Standard Credit	A student with excellent grades (Last semester GPA is more than A ⁰)	비고
130 ~ 140	Within 18	Within 21	
150 ~ 162.5	Within 21	Within 24	
164 ~ 170	Within 18	Within 21	Excluding pharmaceutical schools
168	Within 26	Within 29	pharmaceutical Schools
72	Within 21	Within 24	Medical preparatory veterinary preparatory

□ Entrants during the 2006~2011

Graduation Credit	Standard Credit	A student with excellent grades (Last semester GPA is more than A ⁰)	비고
130	Within 18	Within 21	
140	Within 18	Within 21	
150	Within 20	Within 23	
160 ~ 162.5	Within 21	Within 24	Veterinary School (Excluding veterinary preparatory)
164 ~ 170	Within 18	Within 21	Engineering College
168	Within 26	Within 29	pharmaceutical schools
72	Within 21	Within 24	Medical preparatory veterinary preparatory

☐ pre-2005 entrants

Graduation Credit	Standard Credit	A student with excellent grades (Last semester GPA is more than A ⁰) (Last semester GPA is more than B ⁰ and B ¹)		비 고
130~ 140	Whithin 18	Whithin 24	Whithin 21	
150	Whithin 20	Whithin 24	Whithin 22	
160 ~ 162.5	Whithin 21	Whithin 24	Whithin 23	
170	Whithin 18	Whithin 24	Whithin 21	Construction Engineering
72	Whithin 21	Whithin 24	Whithin 23	Medical, and veterinary preparatory

Note1) It does not include credits for completion of the seasonal semester, and cannot apply for course beyond the credits for completion per semester

Note 2) In the case of a single major in teaching, it is 140 graduation credits for those enrolled after 2009 and 150 for a double major in teaching, so be careful when applying for course

Note 3) The total number of credits for enrolling in our university and credits for enrolling in other universities, such as credit exchange courses, cannot be exceeded

4. Re-take course registration

☐ Subject: A student who intends to retake a course to improve the grades of a course that has already earned credits

◦ Criteria: **Only course with C+ or lower grades** can be retaken

☐ Courses eligible for re-taking: Courses recognized as equivalent when retaking the same course (with the same course number) or when changing the curriculum.

☐ How

- After entering the subject number and course to apply, check the year and semester of the course already completed, and then apply for the course
- In the case of a student who transferred to other departments, the subjects completed in the previous department shall be deemed to have been abolished and shall apply for re-take to the curriculum of the current department (currently affiliated department)

- If there is no same course in the curriculum, an application for the re-take canceled course must be made

<How>

Course Classification	How to re-take canceled course	비고
Liberal Arts	All liberal art courses.	
Major	Re-taking is allowed for major courses. However, note that the credits earned for major foundation, major core, and major elective courses may vary upon re-taking. Please verify the details on the '졸업자가진단' of the Integrated Information System.	

※ **When re-taking canceled courses (in general education or major)**, credits earned prior to the discontinuation will not be recognized. Only credits earned after the re-take canceled course will be acknowledged.

※ **Period: [2024. Feb. 5(Mon) 09:30 ~ May. 16(Thu) 23:59]**

Note 1) Additional applications are not allowed, so students must apply within the specified period.

Note 2) Checking for Substitute Courses for Major Subjects : 통합정보시스템(Integrated Information System)→학사행정→일반교육과정→교육과정조회(학부)→Check your Year and Department

5. Change of Course Registration for Canceled Courses

☐ Subject: If the number of students enrolled in the course meets the criteria for cancellation, the course will be closed.

※ Students who have applied for the course must apply for a change to another course.

☐ Canceled criteria: Courses in which the number of students enrolled does not meet the following criteria.

Classification	the Number of enrolled students by each year(grade)	Canceled Criteria
Liberal Arts	-	the number of the course-registered student: below 20 ¹
Major	over 20	the number of the course-registered student: below 10
	below 20	the number of the course-registered student: below 1/2

- Announcement of 1st Canceled Course: 2024. Feb. 23.(Fri)
- Announcement of 2nd (Final) Canceled Course: 2024. Mar. 18.(Mon)
- Guidelines for Enrollment for Canceled Course
 - Change Period of 1st Canceled Course: 2024. Mar. 4.(Mon) 09:00 ~ Mar. 8.(Fri) 18:00
 - How: On the Course Registration System(<https://sugang.cnu.ac.kr>)
 - Change Period of 2nd Canceled Course: 2024. Mar. 19.(Tue) 09:00 ~ Mar. 20.(Tue) 18:00
 - ※ Except Lunchtime(12:00~13:00)
 - (Student) Call or Email inquiry to the department for the course
 - (Department) Notice to Academic Supporting department after discuss the matter with the faculty
 - (Academic Supporting department) Collective course registration processing
- Regarding the canceled courses, **the information will be provided through the school website**

6. Course Registration Confirm and Change

- Period: **2024. Mar. 4.(Mon) 09:00 ~ Mar. 8.(Fri) 18:00**
- How: Register on the Course Registration System and Mobile(App: 충남대 모바일 수강신청)
 - ※ Students must check the result on '수강신청내역조회'

7. Course Cancellation

- Period: **2024. Mar. 25.(Mon) 09:00 ~ Mar. 28.(Thu) 18:00**
- Number of courses that student can cancel: within 2 course
- How: CNU Portal(Login) → 통합정보시스템 → [수강정보] → [수강취소신청] → [취소신청] button Click→ After Cancellation, **Must check whether the cancellation is accepted or not on the page [수강신청내역조회] After 2024. Oct. 2.(Tue)**
 - ※ The cancellation can not be accepted. Make sure it is accepted or not

8. Confirm the List of Course Registration

- Student must confirm the list of course registration, if there is problem, you should inquire the matter to the Academic Supporting Department
 - ※ Make sure all those information such as Class number, Canceled course, re-take, classification, time table, and etc.
- **After 1/4 of the number of days of classes[2024. Mar. 28.(Thu)], it is not possible to correct all the errors except course cancellation.**

9. Notice when applying for a course in a common course for teaching

- For common teaching courses, please complete the subjects determined by grade and semester
- A person who is scheduled to complete a teaching course in the Department of Education and Teaching must complete the reorganized teaching course with the guidance of his/her department when completing some reorganized teaching courses (formerly curriculum education theory and curriculum research and guidance method)

10. Note for Transfer Student

- **When transferring to a bachelor's degree**, it is recognized that all credits and liberal arts courses up to the second grade have been completed, **so major courses opened in the third and fourth grades must be taken after transferring.**
 - ※ After transferring, major course in the 1st and 2nd grades are recognized as general selection.

11. Information on credit for online course

- Credits for students in online course (including e-learning courses)
 - Undergraduate students: **6 credits** for each regular semester and **3 credits** for each seasonal semester
- Confirm: Courses whose course method is marked as "원격수업" in '수강편람'

- ☐ Application for exceptions to the credit limit for online class
 - Subject: Where the relevant remote class course must be taken more than the limited number of credits (6 credits) due to unavoidable reasons, such as failure to meet the required graduation credits (only undergraduate students)
 - ※ **Limited approval after reviewing the reasons for application**
 - How: Fill out the application form for changing the application for online course, inquire to the department to which it belongs, and submit it.
 - Period: 2024. Feb. 7.(Wed) ~ Feb. 14.(Wed) <09:00 ~ 18:00>
 - Approval procedure: Student application → Recommended by the head of the department (department) → Approved by the president (the Ministry of Education) → Apply for a lump-sum course (department of academic support)

12. Guidelines for applying for online course credit exchange classes

- ☐ Period: Same as the course registration schedule of this school
- ☐ How: Application for classes **through CNU course registration system**
- ☐ Available Credits: **Within the scope of credit for completion of online course**(Unable to take a course beyond the available credits)
 - ※ Ex1) When available credits is 18 = Our university credit is 12(online course is 0 credit) + Exchange classes is 6
 - Ex2) When available credits is 18 = Our university credit is 12(online course is 3 credit) + Exchange classes is 3
- ☐ courses opened for credit exchange courses: refer to the course manual
 - ※ Subjects with a subject number of '5###-####' among the general undergraduate selection
- ☐ Types of credit exchange courses for online course
 - **Daejeon, Chungnam, Sejong**
 - Cybercampus address: <https://e-learning.cnu.ac.kr/>
 - Login: Click'대전.충남.세종권역 학점교류 바로가기'tap, and ID(Student No.), PW(Your Birth-ex,20040101)
 - Inquiry: 대학원격교육지원센터 ☎ 042-821-7297)

- **Point National University(KNU10)**
 - Cybercampus address: <https://knu10.or.kr> ※ Scheduled to open in early Feb.
 - Login: ID and PW are the same as CNU Integrated Information System
 - Inquiry: ☎ 02-880-5363, and then click 4
- **The West Coast Point National University**
 - Cybercampus address: Video lecture room of the Global Human Resources Development Center (may be changed to real-time online course)
 - Course Notice: Cyber learning management system for each university (announced as a syllabus)
 - Login: take the course by accessing the learning management system of each university with a temporary student number
 - ※ send you a temporary student number before school starts.

13. How to complete the Liberal Arts Course

Classification	Students who entered the school after 2022	Students who entered the school on 2014~21	Students who entered the school before 2013
Common Basic (8 credits)	<ul style="list-style-type: none"> ◆Basic Writing:2 Credits ◆College English1, 2: Total 4 Credits ◆Career Design, Employment and Venture : 1 credit each <p>-----</p> <p>total 8 credits. these are mandatory (BUT, International Student are not applicable same as above.)</p>	Students of the School of International Studies are NOT APPLICABLE	
Core (9 credits)	Among the six areas designated by each college, at least 9 credits must be completed in at least 3 competencies.		
전문기초 교양	Students of the School of International Studies are NOT APPLICABLE		
General	<p>Acquisition of the remaining credits except for the required liberal arts credits can be in this area(General).</p> <p>Minimum completion credits shall be obtained, but graduation credits shall not be recognized if the minimum completion credits are acquired more than 42 credits.</p>		

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- ☐ Mandatory completion of liberal arts courses in humanities (8 credits, excluding English-related liberal arts courses) - Applied from those who entered the 2017 school year.
- ☐ Required completion of S/W-related courses (one subject) - Applied from those who entered the 2017 school year.
 - Students who entered after 2022 school year: Mandatory completion regarding S/W subjects among all liberal arts
- ☐ College English1, 2: It will be opened both terms(first and second), International Students don't need to take the courses
 - Allocation of the completion stage according to the English section grade of the national college entrance exam (Grade 1: College English 2, Grade 2-9: College English 1)
- ☐ **International Students**
 - **Must take and complete those courses:** 기초글쓰기(Basic Korean Writing), 대학생활과 진로설계(Career Design), 취업과 창업 (Employment and venture), 한국어쓰기(Korean Writing) 1, 2
 - Do **NOT** need to take College English 1, 2
 - **Core and General Courses** can be taken and completed following the table above

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□ Information of「University English 1·2」Course Registration

연번	교과목명	교과목번호	분반	수강신청 대상
1	College English 1	1102-7005	00-17	All student
2			18-20	[예체능 계열] Arts, Sports...
			21	Faculty of Liberal Arts
3	College English 2	1102-7006	00-20	All student
4			21-24	the artistic and physical department

□ 「취업과 창업」수강신청 안내

연번	교과목명	교과목번호	분반	수강신청 대상
1	취업과 창업 Employment and Venture	1001-8005	00	[인문사회·예체능 계열] Humanities, Social Studies and Arts..
2			01	
3			02	
4			03	
5			04	
6			05	[자연 계열] Natural Science, Engineering...
7			06	
8			07	
9			08	
10			09	[전계열] All
11			10	
12			11	
13			12	
14			13	
15			14	Medical preparatory

□ 「기초글쓰기/Basic Korean Writing(1101-7001) 수강신청 안내

<2024-1 Subjected College for Basic Korean Writing>

사회과학대학, 자연과학대학, 경상대학(경영학부, 경제학과, 무역학과), 공과대학(신소재공학학과, 유기재료공학과, 인공지능학과, 자율운항시스템공학과, 컴퓨터융합학부, 에너지공학과), 약학대학, 사범대학
The School of International Studies is not included in the first semester

- Students who are in those college can register「Basic Korean Writing」this 2024-1

※ Registration Term for each college

구분	College
1 st Term	사회과학대학, 자연과학대학, 경상대학(경영학부, 경제학과, 무역학과), 공과대학(신소재공학학과, 유기재료공학과, 인공지능학과, 자율운항시스템공학과, 컴퓨터융합학부, 에너지공학과), 약학대학, 사범대학
2 nd Term	인문대학, 공과대학(건축학과(5), 메카트로닉스공학과, 스마트시티건축공학과, 전자공학과, 전파정보통신공학과, 항공우주공학과), 농업생명과학대학, 의과대학, 생활과학대학, 예술대학, 수의과대학, 간호대학, 생명시스템과학대학, 자유전공학부, 국제학부(School of International Studies)

- Liberal Arts(Common Basic): ONLY for International Students

연번	교과목명	교과목번호	분반	비고
1	기초글쓰기 (Basic Korean Writing)	1101-7001	74	외국인유학생만 신청 가능

14. Liberal Arts(Core/General): ONLY for International Students

연번	이수구분	교과목명	교과목번호	분반	비고
1	Common Basics liberal Arts	기초글쓰기	1101-7001	74	
2	General Liberal Arts	통합영어	1102-7011	02	
3	General Liberal Arts	한국의역사	1110-7001	04	
4	General Liberal Arts	영상으로 보는 유럽문화	1109-7008	02	
5	General Liberal Arts	테마로 본 철학산책	1112-7018	01	
6	General Liberal Arts	사이버 공간과 윤리	1112-7010	01	
7	General Liberal Arts	심리학개론	1133-7001	03	
8	General Liberal Arts	Journey to Korean Music	1301-7002	00	
9	General Liberal Arts	컴퓨터 이해와 활용	1004-7007	05	
10	General Liberal Arts	한국어 쓰기 1	1101-7014	00 ~ 01	
11	General Liberal Arts	한국어 쓰기 2	1101-7015	00 ~ 01	

15. Credit Limitation for Academic Probation

☐ Subject

- Those who have got Academic Probation in 2023-2 term
- Those who have got Academic Probation after the 2017-1 term and did not take the academic program for them
 - ※ The subject will be informed by 학생상담센터

☐ Credit Limitation: **3 credits** from 2024-1 course registration

- ※ But, if they take certain programs of 학생상담센터, and 교육혁신본부 교수학습센터, they can register normally. And the program list will be given by 학생상담센터

☐ Inquiry: 학생상담센터 (2042-821-5193), 교육혁신본부 교수학습센터 (2042-821-5284)

<Timetable and Classroom>

☐ Timetable

<50minutes>

Class Period	time	Class Period	time
1교시	09:00 - 09:50	6교시	14:00 - 14:50
2교시	10:00 - 10:50	7교시	15:00 - 15:50
3교시	11:00 - 11:50	8교시	16:00 - 16:50
4교시	12:00 - 12:50	9교시	17:00 - 17:50
5교시	13:00 - 13:50	10교시	18:00 - 18:50

<75minutes>

Class Period	time	Class Period	time
1교시	09:00 - 10:15	5.5교시	13:30 - 14:45
2.5교시	10:30 - 11:45	7교시	15:00 - 16:15
4교시	12:00 - 13:15	8.5교시	16:30 - 17:45

☐ Classroom

Building	Code	abbre.	Building	Code	abbre.
인 문 대 학	W7	인	글로벌인재양성센터	w15	글로벌
사 회 과 학 대 학	W12-1	사	예술대학미술관	N9-1	미
사회과학대학강의동	W12-2	사강	예술대학음악 1호관	N10-1	음
자연과학대학 1호관	W5	자1	예술대학음악 2호관	N10-2	음
자연과학대학 2호관	W4	자2	예술대학디자인관	N9-2	예디자인
경 상 대 학	E6-1, E6-2	경	수 의 과 대 학	N13-1	수
공과대학 1호관	W3	공1	생명시스템과학대학 (동물실험센터)	N11	생명
공과대학 2호관	E2	공2	자연과학대학 3호관	W11-1	자3
공과대학 3호관	E3	공3	자연과학대학 4호관	W11-2	자4
공과대학 4호관	E4	공4	실 내 체 육 관	N15	체
공과대학 5호관	W2	공5	공동실험실습관	W9	공동
농업생명과학대학 1호관	E10-1	농	공 대 공 장 동	W2	공장동
농업생명과학대학 2,3호관	E10-2	농	산학연교육연구관	W1	산학연
지적재산권교육연구센터	N12	법	동 물 병 원	N13-2	동물
약 학 대 학	W6	약	학 군 단	N3	학
의 과 대 학		의	정 보 통 신 원	N2	전산
간 호 대 학		간호	농업과학기술센터	E12	농기
생 활 과 학 대 학	N14	생	자유전공학부	E2	다
백마교양관	W10	교	사 범 대 학	E2	사범