

KEIMYUNG UNIVERSITY

2026

Blue Book

Department of International Commerce

Department Guidebook for Students

English Edition

Aligned 1:1 with the 2026 Korean Blue Book structure

Prepared for website upload and student reference.

Department of International Commerce · College of Social Science · Keimyung University

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This English edition has been reorganized to match the structure of the 2026 Korean Blue Book while polishing the previous English version into natural institutional English suitable for homepage publication.

1. Department Overview

1) Introduction

The Department of International Commerce at Keimyung University was founded in 1974 as the Department of International Trade. Since then, the department has educated numerous professionals who have contributed to national and social development. In response to the growing demand for experts in international commerce, the department has continuously expanded in both scale and quality and was later renamed the Department of International Commerce.

With the educational goal of cultivating creative professionals who can lead the global era, the department offers a high-quality curriculum in trade practice, trade theory and policy, and international business management. Through these programs, students develop creativity, expertise, and global competence.

2) History

Year	History
1974	Established as the Department of International Trade (day and evening programs).
2000	Reorganized as the Faculty of Commerce under the College of International Studies & Commerce.
2003	Reorganized under the College of Economics & Commerce.
2007	Reorganized as the Department of Commerce under the College of Social Science.
2010	Renamed as the Department of International Commerce.

3) Vision

As economic activities become more globalized, demand for professionals in international commerce continues to rise sharply. This demand extends beyond traditional merchandise trade to service sectors such as finance, distribution, communications, international investment, and overseas market expansion.

Graduates of the department work in trade management, international investment, international marketing, international finance, and foreign exchange administration. Many are employed by banks, insurance companies, securities firms, logistics and distribution companies, and transportation firms. Others work in public institutions such as central and local governments, the Korea International Trade Association, and KOTRA.

2. Academic Calendar for 2026

Refer to the university website for the full academic calendar and detailed updates.

Spring Semester

Month	Key Dates and Events
March	Semester begins (Mar 1); substitute holiday for Independence Movement Day (Mar 2); classes begin (Mar 3); course add/drop (Mar 3–5); one-quarter point of class days (Mar 30); Holy Week (Mar 30–Apr 4).
April	One-third point of class days (Apr 6); Easter (Apr 5); Easter chapel service (Apr 9); one-half point of class days (Apr 24).
May	Labor Day holiday (May 1); teaching practicum (May 4–29); Children’s Day holiday (May 5); two-thirds point of class days (May 11); University Foundation Day holiday (May 20); substitute holiday for Buddha’s Birthday (May 25).
June	Local elections (Jun 3); make-up classes for spring holidays (Jun 9–15); final examinations (Jun 16–22); summer vacation and summer session begin (Jun 23).
July	Applications for readmission for Fall Semester (Jul 1–7); first period for return-to-school applications (Jul 1–15).
August	Fall course registration (Aug 4–7); substitute holiday for Liberation Day (Aug 17); 2025 late graduation conferral for undergraduate and graduate students (Aug 20); tuition payment for Fall Semester (Aug 24–27); opening chapel for Fall Semester (Aug 26).

Fall Semester

Month	Key Dates and Events
September	Fall semester begins (Sep 1); one-quarter point of class days (Sep 28); Chuseok holiday period (Sep 24–26; no classes Sep 24–25).
October	Substitute holiday for National Foundation Day (Oct 5); one-third point of class days (Oct 6); Hangeul Day holiday (Oct 9); one-half point of class days (Oct 23).
November	Two-thirds point of class days (Nov 9); Thanksgiving chapel service (Nov 19).
December	Make-up classes for fall holidays (Dec 8–11); Christmas chapel service (Dec 11); final examinations (Dec 14–18); winter vacation and winter session begin (Dec 21); Christmas Day holiday (Dec 25).
January 2027	New Year’s Day (Jan 1); first period for readmission applications for Spring 2027 (Jan 4–8); first period for return-to-school applications (Jan 4–15).

February 2027	Spring 2027 course registration (Feb 2–5); 2026 spring graduation conferral for undergraduate students (Feb 18) and graduate students (Feb 19); tuition payment for Spring 2027 (Feb 22–25); faculty meeting (Feb 23); opening chapel (Feb 24); entrance ceremony (Feb 26).
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The official university calendar may be adjusted. Students should always check the EDWARD portal and university notices for the most current information.

3. Curriculum

A. Credits

Courses are divided into required courses and elective courses. By area, they are classified as general education, major courses, and teacher education courses.

Credits	Standard
0 credit	Courses such as Chapel and graduation thesis carry no credits, but students must receive a Pass when they are required for graduation.
1 credit	1 hour of lecture per week, or 2 hours of experiment / practicum / performance work per week during one semester.
2 credits	2 hours of lecture per week, or 4 hours of experiment / practicum / performance work per week during one semester.
3 credits	3 hours of lecture per week, or 6 hours of experiment / practicum / performance work per week during one semester.

Graduation Credits and Maximum Course Load

- For students admitted from 2024 onward, the standard graduation requirement is **120 credits**.
- For students admitted through 2023, the standard graduation requirement is **130 credits**.
- For most students admitted from 2024 onward, the maximum course load is **18 credits per semester** and **34 credits per academic year**.
- For students admitted through 2023, the maximum course load is generally **20 credits per semester** and **36 credits per academic year**.

B. General Education Curriculum

For students admitted from 2024 onward

Category	Required Credits	Year	Courses / Notes
Common General Education (Required)	12	1–2	General Seminar and Discussion, Christianity and Keimyung People, Global Citizenship, Chapel (1) and (2), College English, AI and Computational Thinking, Smart Business and Entrepreneurship Basics.
Balanced & General Education (Elective)	18+	1–4	

		Students complete at least 18 credits from balanced and general education areas. The total general education requirement is at least 30 credits.
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For students admitted through 2023

Category	Required Credits	Year	Courses / Notes
Common General Education (Required)	12	1–2	Students must complete at least 12 credits of common general education, including Chapel (1) and Chapel (2), without duplicate credit for identical courses.
Balanced General Education (Required)	15+	1–4	Students complete at least 3 credits in five of the six areas: Philosophy and History, Society and Culture, Science and Technology, Literature and the Arts, Global Leadership, and Career / Self-Development / Entrepreneurship.
General Education (Elective)	0+	1–4	Includes courses such as Military Science, lifelong educator programs, inter-university online courses, and approved exchange-study credits.

C. Major Curriculum

Major courses are organized into major required, major elective, and recognized major courses. Any course designated as a major required course must be completed. Students can review the official curriculum in the EDWARD system under Academic Affairs → Classes → Curriculum Management → Curriculum by Year.

Structure of Major Education

Type	Description
Foundation	Introductory courses that provide the basic theories and knowledge needed to begin major study.
General Major	Intermediate-level courses that build broader knowledge in the field of international commerce.
Advanced Major	Upper-level courses designed to help students develop specialized expertise.

Representative Courses by Year

Year	Semester	Representative Courses
Freshman	Spring / Fall	

		Understanding of Economics; E-Trade and Web-Based Business; Understanding of International Trade and Commerce; Free Trade Agreements and the Global Economy.
Sophomore	Spring / Fall	International Trade Practices; International Business Management; International Economics; Introduction to E-Trade; Global Institutional Economics; Global Business Ethics; Information Processing and Application Practice; Trade Big Data Analysis; Digital Economy; International Trade; Trade Statistics; Foreign Exchange; Trade English and Conversation; International Business Strategy; Global Accounting; Global E-Logistics.
Junior	Spring / Fall	International Finance; International Marketing; International Insurance; International Trade Policy; Global E-Commerce; E-Trade Simulation; E-Trade Law; International Logistics; International Trade Settlement; Negotiation in International Commerce; International Marketing Research; Korean Trade Law; Foreign Direct Investment Strategy; Trade Information Management; Computerized Accounting (1); International Commercial Law (in English).
Senior	Spring / Fall	International Rules and Uniform Customs & Practices for International Contracts; International Commercial Arbitration; International Transportation; International Trade Law; Korea Customs Law; Customer Relationship Management in the Global Market; Economics & Commerce Capstone Design; International Economic Relations; Seminar in International Commerce; International Business English; Entrepreneurship for International Commerce; Practical Management of Country of Origin; Global Seminar on International Trade; Global Seminar on Finance and Investment.

D. Teacher Education Curriculum

This section applies only to students who have officially been admitted to the teacher certification track. Such students must follow the separate university regulations for teacher education courses and practicum requirements.

4. Double Major / Interdisciplinary Programs

A. Double Major / Minor

Students may pursue a double major or a minor according to university regulations. Application eligibility, required credits, and graduation conditions depend on the student's year of admission and the academic regulations in effect.

- A double major generally requires completion of the first major plus the required credits in the second major.
- A minor requires completion of the first major plus the designated credits in the minor field.
- Detailed rules should be checked in the EDWARD system and the university academic guide.

B. Micro Degree

A micro degree is a short, structured academic package composed of selected courses. It allows students to document targeted competency development in a focused area outside or alongside their primary major.

C. Student-Designed Major

Students may design a customized interdisciplinary major by combining multiple approved micro-degree tracks and related coursework, subject to university approval. A student-designed major cannot be the only major for graduation and must be completed together with the first major.

D. Convergence Major

Convergence majors are interdisciplinary programs created to respond to changes in future society and to promote education beyond traditional major boundaries.

- Eligible students: currently enrolled students with at least three recognized semesters.
- Application: through the EDWARD system within the designated application period each semester.
- Completion: credit requirements differ depending on whether the convergence major is taken as a double major or minor.

5. Course Registration

A. Course Basket

The course basket system allows students to preview and save courses before the actual registration period. It helps students understand completed credits, remaining graduation requirements, and possible semester plans. If certain conditions are met, some basketed courses may be automatically registered.

Item	Description
How to Access	EDWARD Portal → Academic Affairs → Classes → Course Registration Management → Course Basket
Credit Limit	Students may basket courses within the maximum number of credits they are allowed to register for that semester.
Graduation Self-Check	EDWARD Portal → Academic Affairs → Graduation → Preliminary Graduation Audit → Self-Diagnosis
Important Note	Putting a course into the basket does not always mean registration is complete. Students must check whether the course was actually reflected in registration.

B. Course Registration

- Registration period: see the academic calendar.
- Registration site: <https://sugang.kmu.ac.kr>
- Method: first come, first served, as long as seats remain available.
- Students should also check the EDWARD portal for timetable searches, timetable changes, permanent grade records, and registration confirmation.

Important Notes

- When students first log in with the initial password, the system may prompt them to change it before registration.
- Students are responsible for selecting and registering for their own courses.
- For first-year students, certain required common general education courses and, in some cases, first-year major required courses may be batch-registered by the university. These batch-registered courses cannot be changed.
- The assigned instructor may change after registration because of university or departmental circumstances.

C. Registration Adjustment

During the designated adjustment period, students may add or delete courses within the registration rules and seat limits. Timetable changes can be checked through the EDWARD system.

D. Course Withdrawal

- Students may withdraw from a registered course only during the official withdrawal period.
- Withdrawn courses still count toward the annual credit limit.
- First-year students may not withdraw from common general education courses that were batch-registered by the university.

6. Electronic Attendance System

Keimyung University uses a mobile-based electronic attendance system that combines an app and Bluetooth-based verification.

Required for Use

- Install the official Keimyung University attendance app on a smartphone.
- Bluetooth must be turned on. A network connection is not required for Bluetooth attendance itself.
- Android users can install the app from Google Play; iPhone users can install it from the App Store.

How Attendance Is Checked

1. Install and log in to the app before class.
2. When the professor activates attendance check, the student's phone and the professor's phone communicate through Bluetooth and attendance is recorded automatically.
3. If automatic recognition does not work, the student may press the attendance-check button shown in the app.
4. If an attendance error occurs, the student should ask the professor to correct it immediately during class.

For detailed instructions, refer to the official university notice on the student-use guide for the electronic attendance system.

7. Grades

A. Grading

Course grades are determined by the instructor on the basis of examinations, assignments, attendance, and academic attitude, according to the grading policy stated in the syllabus.

General Principles

- Experimental, practicum, internship, and certain special courses may use different grading methods.
- If a student is absent for more than one-third of class hours in a course, the grade will be recorded as F.

Grade Scale

Letter Grade	GPA	Letter Grade	GPA
A+	4.50	C0	2.00
A0	4.00	D+	1.50
B+	3.50	D0	1.00
B0	3.00	F	0.00
C+	2.50	P	Pass / not counted in GPA

GPA is calculated by dividing the total of (*grade points* × *course credits*) by the total registered credits for the semester. Withdrawn credits are excluded from the GPA calculation.

B. Academic Warning and Dismissal Warning

- An academic warning is issued when the semester GPA is below 1.50. For pre-medical students, the threshold is 2.00.
- Grades earned in the expected graduation semester (8th semester or later) are excluded from academic warning calculation.
- Students who receive three consecutive academic warnings are subject to dismissal under university regulations.

C. Credit Revision Based on Certificates

Students may apply for a grade revision in designated courses if they obtain an approved certificate or official test score after taking the course. Applications are processed through the EDWARD system and supporting documents must be submitted to the college administration office.

For international students only, the Test of Proficiency in Korean (TOPIK) may be used for grade revision under the applicable university rules.

8. Changes in Academic Status

A. Leave of Absence

Applications for leave of absence are submitted through the EDWARD system under Academic Affairs → Student Records → Academic Status Change.

General Rules

- Unregistered leave of absence may be requested up to the one-quarter point of class days. New students are generally not eligible in their first semester, except in special cases such as illness or military service.
- After registration, a leave of absence may be requested from the beginning of regular tuition payment until before final examinations begin.
- Ordinary leave for personal reasons is generally allowed for up to one year at a time and may not exceed three years in total.
- Scholarships are valid only for the relevant semester. If a student takes an unregistered leave, the scholarship is canceled.

Types of Leave

- **Personal leave:** apply through the EDWARD system.
- **Military leave:** apply through the EDWARD system and upload the draft notice or relevant military document.
- **Medical leave:** submit an application and a medical certificate from a general hospital.
- **Childbirth / childcare leave:** submit the required certificate or family document.
- **National examination training leave / startup leave:** submit the designated supporting documents.

B. Return to School

Students on leave must apply for return during the designated return period in January/February or July/August through the EDWARD system.

- Military leave return requires a discharge certificate or equivalent document.
- Students returning from personal leave usually do not need additional documents.
- Students returning from medical leave must submit a return application and a health certificate.

9. Graduation

A. Graduation Credit Requirements by Admission Year

Students should confirm detailed graduation requirements through the university website: Campus Life → Academic Guide → Graduation.

Department of International Commerce (for students admitted from 2024 onward)

General Education	First Major	Double Major	Minor	Total Graduation Credits	Micro Degree
30 credits (including 12 common required)	60 credits	42 credits in the first major + 42 credits in the second major	54 credits in the first major + 21 credits in the minor	120 credits or more	2 micro degrees required

For students admitted through 2023

Graduation requirements for earlier admission years follow the academic regulations applicable to each student's year of entry. Students should check the detailed graduation guide in the EDWARD system and consult the department office when necessary.

B. Early Graduation

- Students who have completed at least six semesters, earned the required graduation credits, and achieved an overall GPA of 4.25 or above may apply for early graduation.
- Students with any F grade are not eligible.
- Applications must be submitted through the EDWARD system within 30 days of the beginning of the expected graduation semester.

10. Other Academic Information

A. Student ID Card

- Apply through the EDWARD system.
- Students may apply at iM Bank or through the iM Bank mobile application.
- Required items generally include an ID card, an iM Bank account, and a passport-style photo.
- Approximate issuance period: 2–3 weeks.

B. Scholarships

- Students must register their personal bank account in the EDWARD system in order to receive scholarship payments.
- Semester academic excellence scholarships are generally awarded based on 70% GPA from the previous semester and 30% official foreign-language test scores earned within the most recent two years.
- Some scholarships may overlap only within tuition limits, while others such as work, living-support, or special-purpose scholarships may be combined under university policy.

C. Support Center for Students with Disabilities

- Support includes scholarships, counseling, priority course registration, peer support, dormitory priority, assistive devices, and medical support.
- Registration is accepted year-round with the required disability documentation.
- Inquiry: Center for Students with Disabilities, 053-580-6098.

D. Student Counseling

- Application path: Keimyung Student Portal (STORY+) → Student Counseling → Counseling Guide and Reservation.
- Services include individual counseling, psychological testing, group counseling, workshops, mentoring, peer counseling, and surveys.
- Location: Bauer Hall, Room 1127, Seongseo Campus.

E. Teaching and Learning Support System

- Supports regular courses and co-curricular programs.
- Access through the EDWARD portal or the CTL website using the student ID and password.

- Students can check course notices, learning materials, assignments, Q&A, messages, and co-curricular program information.

F. Student Success Center

- Provides major design support, advising for double major / minor / micro degree planning, and academic diagnostic services.
- Operates COMpass K, a competency and career management system that helps students track achievements and prepare for future careers.
- Also manages the K-STAR certification program for outstanding student competency development.

G. Dongsan Library

- Website: library.kmu.ac.kr (same account as EDWARD)
- Access via student ID card or the Clicker application.
- Services include book borrowing, study-room reservations, seat reservations, multimedia resources, and general reading rooms.

11. Department-Specific Information

A. GTEP

The **Glocal Trade Expert Incubating Program (GTEP)** is a government-supported program designed to cultivate practical trade professionals. It combines university-level academic education with field-based experience in order to develop talent that meets the needs of industry.

Item	Description
Supervising Ministry	Ministry of Trade, Industry and Energy
Operating Organization	Korea International Trade Association (KITA)
Participants	Mainly second- and third-year students interested in trade and international business
Training Period	18 months / approximately 700 hours
Main Components	Basic training, advanced training, trade placement, domestic and overseas internship or placement training, and specialized training
Academic Benefit	More than 15 academic credits may be recognized under the program rules

B. Department Contacts

Office	Location	Office Hours	Contact
Department Office	Room 144, College of Social Science Building	Mon–Fri, 8:30 a.m.–5:30 p.m.	Tel. +82-53-580-5395
College Administration Office	Room 163, College of Social Science Building	Mon–Fri, 8:30 a.m.–5:30 p.m.	Tel. +82-53-580-5391~3, 5472

C. FAQ

Who is my academic advisor, and what kind of help can I receive?

You can check your advisor in the EDWARD system under Academic Affairs → Personal Information → Advisor Information. Students are encouraged to meet their academic advisor at least once each semester for guidance on course planning and graduation requirements.

How can I learn more about the Department of International Commerce?

Start with this Blue Book and then visit the department office for more detailed guidance about the curriculum, academic planning, and departmental opportunities.

I need to take military leave. What should I do?

Apply for leave of absence in the EDWARD system and upload the required military notice or supporting document within the designated period before enlistment.

I am struggling academically or personally. Where can I get help?

You should talk with your academic advisor and, if needed, seek support from the Student Counseling Center.

How do I register for classes as a first-year student?

Some first-year required courses are batch-registered by the university. Other eligible courses must be registered by the student through the registration system during the official registration or adjustment period.

How can I share suggestions with the department?

You may contact the department office or communicate through the student council.

How can I join club or study activities?

Check the university homepage for student activity information, club associations, and study-group notices.