

## **Information of External Lecture(s) and other External Activities**

External lectures and any other external activities conducted outside the university with recognition to actual social influence related to their job as professor or employee at Yonsei University or any other social influence derived from their university position must make a declaration to the Yonsei Ethics & Human Rights Committee before any such lectures and activities. External lectures and activities include the following:

- Lectures, speeches, presentations, discussions, seminars, public hearings, judging, consultation, services, newspaper contributions, broadcasting, etc.

Consultations are considered as external lectures when in the form of a large-sized meeting with many participants. Dissertation evaluations and online consultations conducted via e-mail or regular mail are not listed as external lectures. In addition, advisory services with contracts that follow the private transaction method, as well as consultation or services that are not in the form of large-sized meetings do not have to be declared as external lectures. In this case, legitimate entitlements must be established and it may be possible to judge whether or not the service is excluded from declaration according to the universal validity.

Although the university's authoritative interpretation is not yet officialized, it is strongly recommended to declare all external lectures.

External lectures invited by governmental organizations and local governments are excluded from declaration. Lectures hosted or sponsored by Yonsei University are considered as internal lectures.

Types of external lectures and activities which are excluded from declaration

- Invitation from government agencies or local government organizations
- On-campus events hosted by Yonsei University
- Off-campus events hosted or sponsored by Yonsei University
- Individual consultation via internet, e-mail, mail, etc.
- Individual meetings proceeded by a small number of people
- Consultation and consulting services contracted by the University Industry Foundation

Please note that if you are invited by public corporations or public institutions, you must declare as external lectures.

Detailed Examples	Declare	Not Declare
If you are participating in reviewing other university professors' documents and submitting your comments		<input type="radio"/>
If you are participating in reviewing dissertations of other universities and submitting comments by e-mail		<input type="radio"/>
If you are submitting comments by mail or e-mail to overseas university dissertation examination		<input type="radio"/>
If you are attending a seminar and giving a presentation	<input type="radio"/>	
If you are participating in a thesis review and consulting with professors of other universities	<input type="radio"/>	
If over 20 domestic and foreign professors are gathered to advise on corporate research projects	<input type="radio"/>	
If you are giving lectures, speeches, presentations when participating in conferences	<input type="radio"/>	
If you are participating in a conference as a moderator	<input type="radio"/>	
If a lecture, presentation, or consultation is requested by government agencies		<input type="radio"/>
If you are Invited by Incheon Metropolitan City (and other local government organizations) to give lectures, presentations, consultations		<input type="radio"/>
If you are giving a lecture on public holidays	<input type="radio"/>	
If you are participating in a test		<input type="radio"/>
If you are lecturing online	<input type="radio"/>	
If you are consulting on research projects that were contracted through the University Industry Foundation		<input type="radio"/>
If you are giving Individual consultations through service contracts		<input type="radio"/>
If you are officiating a wedding ceremony		<input type="radio"/>
If you are participating in overseas conferences	<input type="radio"/>	
If you are simply attending any other national conferences		<input type="radio"/>
If you, a professor, gives an external lecture during your research year	<input type="radio"/>	
If you, a researcher, academic advisor, or admissions advisor, gives an external lecture	<input type="radio"/>	
If you, a research professor, gives an external lecture	<input type="radio"/>	
If you, a professor at Sinchon Campus, lectures at Wonju campus		<input type="radio"/>
If you give a special lecture as an invited speaker to other departments other than your own department		<input type="radio"/>
If you are contributing columns to newspapers or magazines	<input type="radio"/>	
If you are performing or exhibiting at a concert or exhibition		<input type="radio"/>