2018 KOICA Scholarship Program Application Guideline

For Master's Degrees

1. Purpose

The KOICA Scholarship Program (SP) for master's degrees is designed to nurture key leaders in developing countries who can contribute to the socio-economic development of their home countries.

2. Target Countries

- Countries selected by KOICA among the DAC List of ODA Recipients
- The list of target countries is subject to change annually to the policies of the Korean government or KOICA

Region	Asia	Africa	Latin America	Middle East	CIS
Countries	16 countries	23 countries	16 countries	5 countries	9 countries
Name of countries	Bangladesh Cambodia Fiji Indonesia Lao PDR Mongolia Myanmar Nepal Pakistan Afghanistan Papua New Guinea Solomon Islands Sri Lanka The Philippines Timor-Leste Vietnam	Algeria Angola Cameroon Côte d'Ivoire DR Congo Egypt Ethiopia Gabon Ghana Kenya Libya Madagascar Morocco Mozambique Nigeria Rwanda Senegal Sudan Tanzania Tunisia Uganda Zambia	Costa Rica Ecuador El Salvador Guatemala Haiti Honduras Jamaica Nicaragua Dominican Republic Panama Paraguay Peru Uruguay Venezuela	Iran Iraq Jordan Lebanon Palestine	Azerbaijan Ukraine Belarus Kazakhstan Kyrgyzstan Serbia Tajikistan Turkmenistan Uzbekistan

3. Available Universities and Fields of Study

Master's degree programs offered at the universities below.

Sector	Course Title	University	
Governance	Urban Development Policy	ChungAng Univ.	
	Gender Equality Leadership	Ehwa Womans Univ.	
	Finance and Tax Policy	Korea Univ.	
	Industry and Trade Policy	KyungHee Univ.	
	Public Management and Public Policy Reforms	Seoul National Univ.	
	National Development Policy for African Countries	Seoul National Univ.	
	Public Administration (Local Government)	Sungkyunkwan Univ.	
Rural	Agricultural Engineering	Hankyong National Univ.	
Development	Agricultural Economics	KangWon National Univ.	
Sector	Agricultural Production	KyungPook National Univ.	
	Development of Fisheries Industry	PuKyong National Univ.	
	Community Development	Yonsei Univ. (Wonju campus)	
Health	Global Health Security	Yonsei Univ.	
Technology,	Global ICT Policy	Pusan National Univ.	
Environment	Energy Science and Policy	Ajou Univ.	
& Energy	Atmospheric Environment	Hankuk Univ. of Foreign Affairs	
	Water Resources Management	Sungkyunkwan Univ.	
		(Suwon Campus)	
	Integrated Chemical and Environmental Technology	Hankyong National Univ.	

^{*} All applicants can take only one course for application of KOICA SP program.

^{*} Application guideline for 3 more courses will be provided during **early March** as below.

Sector	Course Title	University
Governance		
Technology, Environment & Energy	To be determined	
Education	(in the middle of bidding process for selecting universities)	

4. Qualifications

Prospective applicants must meet all of the following conditions.

- (1) Citizenship: Be a citizen of the Scholarship Program target country.
- (2) **Government Nomination:** Be officially nominated by their governments.
 - -Be a government employee. With a minimum of 2 years of experience in the field of study
 - * Exception Applicants with a 'development NGO' background may apply for the program with two letter of recommendations:
 - Your government office; and

^{*} For more details on the available courses, refer to the Program Information of each course that is available to access in the KOICA Fellowship Community website (http://training.koica.go.kr/)

- Korean Embassy, world widely known NGO, an UN-associated organizations, or the KOICA Organization within your region.
- (3) AGE: Be under age 40 as of February 1, 2018.
- (4) **Health:** Be in good health, both physically and mentally.
 - Those with disabilities, but in good mental and physical health, are eligible to apply.
 - Those with severe illness are NOT ELIGIBLE to apply.
- (5) **Level of Education:** Have a completed Bachelor Degree or an equivalent to college / university level Educational background.
 - * Some program have specific qualifications in terms of level of education, and refer to Program Information of each program.
- (6) **English Proficiency: Have** a good command of both spoken and written English in order to take classes conducted entirely in English and to be able to write academic reports and theses in English.
- (7) Not be a person who has withdrawn from KOICA's scholarship program.
- * Person belonging to the institution in which candidates submitted false documents and returned to his / her country arbitrarily in the middle of SP program cannot apply.
- (8) Have not participated in KOICA's scholarship program or any of the Korean Government's Scholarship Program before (Master's degree program).

5. Support Service (Scholarship Benefits)

Supports	Amounts	Note	
Air Fare	Actual amount paid	 Cannot be borne by KOICA in special circumstances like when a participant violates academic regulations Not borne by KOICA when a participant Temporarily leave to his/her home country during the training period Except for above, borne by KOICA 	
Tuition Fees	Full amount required by a university	- Borne by a training institute	
Extracurricular Activities	Part of the expenses needed for study visits, workshops, Korean language classes and others, except for regular classes	Amount borne by a school varies Part of the expenses can be borne by participants, and the amount varies among training institutes	
Monthly Allowance	KRW 999,000 per month	- It includes expenses for meals, books and study supplies if needed - Same amount will be provided per month - If a participant cannot participate in the course for specific reasons like temporary leave to his/her home country, the allowance for that month shall be prorated for the corresponding number of days studies in Korea (KRW 33,300/day). * The amount deducted (33,300/day) is the same regardless of how many days are in	

		the month.
Accommodation	Actual amount paid	 Electricity and other utility fees shall not be covered. Cost for cleaning, laundry or exchange of bedding shall not be covered. Except for above, borne by a training institute
Settlement Allowance	KRW 600,000	- Expenses needed to enter Korea, such as visa fee, alien registration card issuing fee and others - Borne by a training institute
Scholarship Completion Grants	KRW 300,000	- EMS and other expenses needed for returning home (e.g. cost for sending materials) - Borne by a training institutes before departure
Insurance	Actual cost paid	Refer to separate documents for detailed insurance coverage Borne by KOICA

* Notes

- -KOICA arranges and pays for the participant to travel to and from Korea. KOICA will cover economy class, round-trip airfare.
- -If a participant wants to change the flight itineraries, they should pay the additional airfare.
- -The participant is responsible for the issuance of an appropriate visa (which must be the 'Study Abroad Visa [D-2]) necessary for this Scholarship Program.

6. Selection Procedures

Period	Procedures	Details
March 23,	Application	[Application package submission]
2018		- Application deadline (to KOICA regional offices and
		Korean Embassy) : March 23, 2018
		- Prepare all required documents for your admission package
		and fill out the 'Document Checklist'.
		- Submit the application package (including both university and
		KOICA application forms and other required documents) to
		KOICA regional office or Korean Embassy by the submission
		date.
		- Original copies should be sent to university before the phone
		interviews.
March 26	On-site	- Participate in an on-site interview by KOICA regional office or
-March 29	Interview(KOICA)	Korean Embassy. If an applicant lives in a country where the
		KOICA regional office / Embassy does not exist or lives far

		from the capital city, he / she can be interviewed by phone	
		after consulting with the KOICA regional office / Embassy.	
April 2	Document	[1st round : Document Screening]	
-April 13	Screening	-Applicants nominated by the KOICA regional office or Korean	
		Embassy as a result of the on-site interview and have	
		submitted their application packages are considered for	
		document screening.	
		-University conducts document screening,	
April 18	Result of	-The result for the 1st round selection will be announced to the	
	Document	applicants.	
	Screening	[Preparation for the 2 nd round]	
		- Details of the interview including the interviewee list will be	
		sent to the KOICA regional offices and interview arrangements	
		will be made respectively.	
April 19	Interview	[2 nd round : Phone Interview]	
-May 9		- University conducts the second round (interview) according	
		to the interview schedule.	
		- Schedule for phone interview will be notified individually by	
		the KOICA regional offices or Korean embassy with 2-3 day	
		notice in advance.	
		- KOICA HQs announces the result of interview to the KOICA	
		regional office or Korean Embassy : May 14	
May 15	Medical Checkup	[3 rd round : Medical Check-up]	
-June 15	(Local)	- Applicants who successfully pass the 2 nd round must take the Medical Check-up at the designated	
		institution.	
		-The detailed guideline of the medical check-up and list of the designated medical institution will be notified after passing the	
		interview successfully.	
		- Examination cost, Transportation and	
		accommodation fees will NOT be reimbursed.	
		- KOICA will not pay for the treatment necessary	
		after the examination.	
		- KOICA announces the result of Medical Checkup.	
June 20	Admission	Admissions results will be notified to the regional KOICA	
Julie 20	Notification	offices or Korean embassy.	
	Houndation	- KOICA informs the participants of their scheduled entry to	
		Korea.	
August	Entry to Korea		
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7. Required Documents

All documents should be sent to the regional KOICA office or the relevant government office.

- ① KOICA Application Form
- ② Recommendation letter from applicants' governments
- 3 Document Checklist

- 4) University Application form with required documents for the university
 - * Refer to Program Information attached

* Important Notes for All Applicants:

- All forms should be <u>typed in English</u> and all the supporting documents should be <u>in English</u>.

 Documents in any other language should be accompanied by a notarized English translation.
- Original documents should be submitted. (If it is unavailable, the originating institution must authorize copies before they are submitted.)
- If any of the submitted materials contain false information, admission will be rescinded.
- Applicants whose forms and supporting documents are incomplete or unsatisfactory will be disqualified from the admission process.
- Applicants should take full responsibility for any disadvantage due to the mistakes or omissions on the application.

8. Contacts

- 1) Application & Document Submission
 - KOICA regional Office or Korean Embassy
- 2) Major and University Admissions
 - Universities (Refer to the Program Information)
- 3) Other inquiries
 - KOICA HQs (Email: koica.sp@koica.go.kr)
 - KOICA Alumni Community (http://training.koica.go.kr/)