

Program Information

2010 KOICA –Korea University Master's Degree Program in International Development

February, 2011 ~ March, 2012
Seoul, Korea

Korea International Cooperation Agency
Graduate School of International Studies, Korea University

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PART 1. KOICA & SCHOLARSHIP PROGRAM

The Korea International Cooperation Agency was founded as a government agency on April 1, 1991, to maximize the effectiveness of Korea's grant aid programs for developing countries by implementing the government's grant aid and technical cooperation programs.

In the past, development cooperation efforts were focused on meeting the Basic Human Needs (BHNs) of developing countries and on fostering their Human Resources Development (HRD).

However, the focus has now shifted to promoting sustainable development, strengthening partnerships with developing partners, and enhancing the local ownership of beneficiaries.

Additionally, global concerns such as the environment, poverty reduction, gender mainstreaming, and population have gained significant importance among donor countries.

Due to the continuously changing trends in development assistance efforts and practices, KOICA is striving to adapt to these changes by using its limited financial resources effectively on areas where Korea has a comparative advantage.

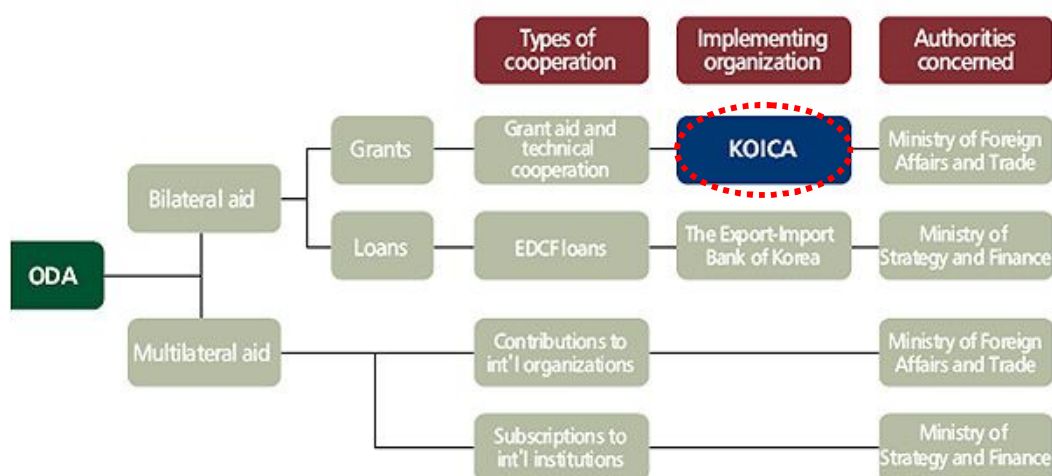
In particular, since Korea has the unique experience of developing from one of the poorest countries in the world to one of the most economically advanced, this knowhow is an invaluable asset that helps KOICA to efficiently support the sustainable socio-economic development of its partner countries.

Korea’s ODA Framework

Korea’s ODA consists of three types of aid : Bilateral Grants, Bilateral Loans, and Multilateral assistance.

Bilateral Grant aid comprises of technical cooperation and various types of transfers (made in cash, goods or services) with no obligation for repayment implemented by KOICA under the Ministry of Foreign Affairs and Trade. Bilateral Loans are provided on concessional terms under the name of the EDCF(Economic Cooperation Development Fund) implemented by The Export-Import Bank of Korea under the Ministry of Strategy and Finance.

Multilateral assistance is delivered either as financial subscriptions or contributions to international organizations.



Korea's Experience and KOICA's Program for Human Resources Development

Human Resource Development (HRD) has been the most important factor in Korea's escape from the vicious cycle of poverty and underdevelopment that had existed for many decades. With scant natural resources, HRD played a vital role in modern Korea's development. Clearly, Korea has emerged as an exemplary showcase of national development powered by human resources development.

From its own development experience, Korea came to fully recognize the significance of HRD, specifically in regards to Korea's collaboration with other developing countries. With much experience and know-how in HRD, Korea can contribute greatly to the international community by sharing its unique development experience with other nations.

Since its establishment in 1991, KOICA has supported a variety of international cooperation programs for HRD, mainly in project-type aid form focusing on education and vocational training with a focus in building a foundation for HRD.

The training and expertise-sharing programs help developing countries build administrative and technical expertise in both the public and the industrial sectors. In order to share experience and knowledge at the grass roots level, KOICA dispatches Korea Overseas Volunteers (KOV's) to render services in the fields of education, regional development, computer science, healthcare and nursing. Approximately 3,776 KOV's have been dispatched to thus far.

The training program provides opportunities to individuals from developing countries to gain first-hand knowledge of Korea's development. The purpose of this program is to enable the trainees to apply what they have learned for the development of their home country or local community. Between 1991 and 2009, KOICA offered 2,256 training courses to a total of 35,716 trainees from some 171 countries. There is a wide range of topics covered including administration, economic development, science and technology, information and communication technology, agriculture/ forestry/fishery, and healthcare. In order to meet the constantly changing needs of its partner countries, KOICA is always striving to renovate and improve their HRD programs.

Types of KOICA Training Programs

KOICA offers five major types of training programs:

1. Country Training Program
Tailored programs that are specifically designed for an individual partner country
2. Regular Training Program
Programs that are open to any interested partner countries
3. Special Training Program
Programs that are temporarily available owing to particular commitments of the Korean as well as partner governments
4. Joint Training Program
Programs conducted in partnership with international organizations and other agencies
5. Scholarship Program
Master's degree programs offered to individuals from partner countries

KOICA's Scholarship Program

With a mission to nurture talented students from developing countries, KOICA invites high-caliber students from developing countries and helps them gain professional and systematic knowledge that will play a key role in their home country's development.

To accomplish this mission, KOICA has been operating master's degree courses with leading Korean universities in the fields of economics, trade, women's empowerment, rural development, etc.

In particular, this program has significantly strengthened the relationships between Korea and the students' home countries. Students, who have been given an opportunity to see Korea's experience in poverty reduction and socio-economic development, will gain a deeper understanding of Korea and contribute to the future social, political and economic ties between the two nations.

From 1997 to 2009, the program has assisted a total of 771 students through 42 courses. In addition, as of 2010, 220 awardees are currently participating in the program at 10 different universities.

KOICA Scholarship Program is fully committed to the Millennium Development Goals (MDGs) and is determined to expand its efforts to nurture future talents from developing countries to promote their countries' sustainable economic growth and social development.

PART II. PROGRAM OVERVIEW

- **Name: Master's Degree Program in International Development**
- **Duration: February 16, 2011 – March 15, 2012 (13 months)**
- **Objectives**
 - To develop human resources that will contribute to the socio-economic advancement of developing countries
 - To train experts (in the fields of International Development and Trade) needed by the developing countries
- **Training Institute: Graduate School of International Studies, Korea University (<http://gsis.korea.ac.kr>)**
- **Number of Participants: 20 persons**
- **Language: English**
- **Accommodations: International Cooperation Center (ICC) and Dormitory of Korea University (CJ I House)**

PART III. HOW TO APPLY

1. APPLICATION ELIGIBILITY

Government officials or researchers working in his/her home country with a Bachelor's Degree or higher, and who should;

- Be nominated by his/her Government
- Be a government official or an employee in the public sector
- *Private sector employees are not eligible. However, if the applicant works in a development non-governmental organization (NGO) or UN-associated organization, he/she can apply on the condition that he/she obtains a recommendation from the government ministry which covers the organization.
- Have sufficient command of spoken and written English;
- Be in good health, both physically and mentally, to undergo the course;
- Have not participated in KOICA's scholarship program or any of its kind before

2. APPLICATION PROCEDURE

a. Admission Decision Procedure

Round 1 : Evaluation of Application Package

Round 2 : Interview by phone

*Note: An interview will be conducted only for those applicants who have passed Round1. The phone interview will be conducted strictly in

English and the applicants' educational objectives and development potential will primarily be evaluated.

b. Application & Registration Timetable

Procedure	Master's Degree Program on
Application Submission Due	~ December 6, 2010
Application Document Review by KUGSIS committee	December 7, 2010 ~ December 13, 2010
Telephone interview by KUGSIS committee	December 14, 2010 ~ December 15, 2010
Final Admission Decision by KOICA Committee	December 16, 2010 ~ December 23, 2010
Admission Announcement	5 th week of December, 2010
Release of Letter of Admission & Visa Document	~ January 10, 2011
Arrival in Korea	February 16, 2011
Preliminary Session	4 th week of February, 2011
Procedure	Master's Degree Program on

c. Checklist of Documents to Be Submitted

1. A completed application form (KUGSIS Application Form & KOICA Application Form)
2. Letter of recommendation from the organization where the applicant works
3. A Statement of Purpose

*SOP is the essential part for our evaluation to see whether you are qualified to this program or not. It should be 3 pages, 10 point of Times New Roman, 1.5 spaced, describing following factors:

- The objective to apply for this program
- Study plan during your study at KUGSIS
- How your education and work experience qualify you for admission of this program
- Contribution you hope to make in the field of Int'l Development & Cooperation and How KUGSIS Koica program will support your goals

- Future Career path after participating this program

- 4. Two photos, 3 X 4 CM
- 5. Certificate of Degree(or Certificated Expected Graduation form) of all colleges and graduate schools(should be written in English)
- 6. Official transcripts of all colleges and graduate schools (should be SEALED by the issuing institution and written in English)
- 7. A copy of passport
- 8. Two letters of recommendation (Download Available), from professors familiar with the applicant's academic work, or from professional supervisors.
- 9. TOEFL, TOEIC, IELTS score report
 - * Native speakers of English or those who graduated from the university which all courses are conducted in English are exempt from this requirement.
- 10. Certificate of Employment (if applicable)

- ※ please refer to the following site for more information: Application form of the schools is available.

<http://gsis.korea.ac.kr/students/admissions.html>

PART IV. PROGRAM CONTENTS

1. ACADEMIC SCHEDULE

Procedure	Master's Degree Program on
Arrival in Korea	February 16, 2011
Arrival to KU	February 21, 2011
School Orientation & Preliminary Session	4th week of February, 2011
Spring Semester	March 2, 2011 ~ June 17, 2011
Summer Session	June 20, 2011~ July 15, 2011
Summer Break	July 18, 2011 ~ Aug 26, 2010
Fall Semester	August 29, 2011 ~ December 16, 2011
Winter Session	December 19, 2011 ~ January 13, 2012
Special Session for Thesis Writing	January 31, 2012~March 9,2012 (Finish Full draft of thesis)
Departure from Korea	March 15, 2012

▶ The above schedule may be subject to minor changes.

A detailed Program Schedule will be provided upon arrival. ◀

2. ORIENTATION (KOICA)

When you first arrive, there will be an orientation for 2-3 days for KOICA's Scholarship Program at the ICC of KOICA. The orientation aims to provide participants with useful information on the program as well as general information on living in Korea that you will need during the program. Usually, the orientation is composed of three parts; KOICA's welcoming session, a Seoul City Excursion and a medical checkup. The order of each part is subject to change.

a. KOICA's welcoming session

In the first part of the orientation, you will have a welcoming session which includes KOICA's welcoming reception, an introduction of KOICA and a course outline. Through this session, you can have an overview of the Scholarship Program. Lectures about Korean culture and basic Korean language as well as general information regarding daily life in Korea will also be delivered in this session.

b. Seoul city excursion

KOICA provides a Seoul City Excursion to every participant of the training program. Seoul is the capital of Korea. You will have a chance to visit the cultural heritage and downtown area of Seoul. The excursion will help you get accustomed to the new culture and surroundings in Korea.

c. Medical Checkup

KOICA will implement a medical checkup after each participant's arrival in Korea to assure their health condition. After the medical checkup, KOICA will officially accept each participant as a KOICA trainee for the program. If any case which may hamper the scholarship in Korea is found in the medical checkup, the participant will be required to return home. The status as the participant for KOICA's Scholarship Program will be finalized and the acceptance for the program will be confirmed after the medical checkup.

3. CURRICULUM

a. Graduation Requirement

All Master's students must complete a minimum of 50 credits including thesis.

b. Credits

□ Requirements for the First 12 Months in Korea :

During the 12 months stay in Korea, students should complete 47 course credits and finish writing thesis (with 3credits).

The participants in this special program arrive in the last week of February and take the orientation session before starting the regular courses in March. They will take courses throughout the year, completing most GSIS course requirements for a Masters Degree in International Studies (International Development Track).

□ Requirements for the Second Year :

The participants of the Program return to their home countries in mid March 2012. After their departure, participants should submit their thesis to Korea University later to enroll them at the Ministry of Education in Korea.

The participants will receive their Masters Degree Diploma upon successful completion and acceptance of a Master's thesis after they go back to their country.

<Required Number of Courses in Each Category>

Category		Credit Hours
Preparatory		Non-credit
Core Courses		20 Credit Hours
International Courses	Development	15 Credit Hours
Area Courses		6 Credit Hours
Elective Courses *		9 Credits Hours
Total		50 Credit Hours

c. Core courses

Participants through this program should take those courses below as mandatory

- International Economics,
- International Business,
- World Politics,
- Colloquium I/ Colloquium II
- Research Methods
- Thesis Writing Seminar I/ II

<Example of Course Registration>

Season		Credit	Courses (Credit)	# of courses
Preparatory	Winter	N	Korean Language & Culture	-
Curricular	Spring	17	Core Courses (5)	2
			International Development Courses (6)	2
			Elective Course (3)	1
			Area Studies Course (3)	1
	Summer	6	Core Courses (6)	3
	Fall	18	Core Courses (6)	2
International Development Courses (6)			2	
Area Studies Course (3)			1	
Winter	3	Elective Course (3)	1	
Spring	6	International Development Course (3)	1	
			Core Course (3)	1

Note: More details concerning academic schedules are available below:

<http://gsis.korea.ac.kr>

4. EXTRACURRICULAR ACTIVITIES

a. Field Trips (Sites may be subject to change)

- Industrial Sites: (example) Samsung Electronics, POSCO, Yeosoo Chemical Complex, Hyundai Motors, Hyundai Heavy Industries, etc.
- Cultural Sites: (example) Gyeongju City, Folk Village, DMZ, Seoul City Excursion, etc.

* Study Visit to public service organizations in various regions will also be occasionally organized.

b. Events

- Welcome Ceremony and Orientation
- Festivals
- The KO-YON Games: A sporting event that has inspired the nation is held every year between Korea University and Yonsei University, longstanding rivals and the nation's two leading university. Each fall the Ko-Yon Games build friendship between the universities and serve to develop Korean university culture and competitive excellence one step further. A total of five games are played: football (soccer), baseball, basketball, ice hockey, and rugby.
- A Regular Meeting with Professors
- Farewell Ceremony

PART V. TRAINING INSTITUTE

1. GENERAL INFORMATION

a. Korea University

Korea University, originally founded as Bosung College, (hereafter, KU) was founded in 1905 by the Treasurer of the Royal household, Young-Ik, Yi, who believed that educating the young generation was the only way to secure Korea's independent status as a nation. Korea University is the country's first institution of higher learning funded and administered solely by Koreans. As such, KU has played a significant role in shaping Korea socially, culturally and academically.

While successive generations of faculty and students remain deeply committed to the University's proud national heritage, they have also been at the forefront of Korea's globalization. The increasing number of international students on campus is a testimony to the University's growing reputation abroad, as well as within Korea. The year 2005 was the centennial of Korea University. Korea University is in the heart of Global Pride.

Korea University has two campuses covering over 182 acres: the Anam and Seo-Chang campuses. The Anam campus is divided into three sections: the Main campus, the Science campus, and the Medical campus including Housing facility. The Seo-Chang campus is in Jo-Chi-Won, Chung-nam province.

The Tiger, the emblem of Korea University and a symbol of dignity and courage, represents truth and justice. The monument of the tiger

overacting the globe standing in the main campus of the University reflects not only the drive for excellence, but also the University's global mission.

b. GSIS (Graduate School of International Studies)

GSIS was established in 1991 in response to the growing forces of globalization and internationalization. By 1996 the Korean government was calling for experts in international commerce, international relations, and area studies; and in late 1996, the Korean Ministry of Education designated KU GSIS as one of Korea's top five graduate schools of international studies qualified for a major five-year government grant.

The major goals of GSIS are to educate and train specialists in international commerce, international development, international security, and Korean studies. It offers two master's degree programs under the departments of International Studies and Korean Studies. GSIS welcomes all nationalities. All courses are taught in English.

2. ACCOMMODATION

CJ International House is an air-conditioned, suite style facility for 258 men and women. CJ International House offers doubles and singles and has semi-private baths. Bathroom facilities are connected to the suite and are shared by the suitemates. Housing custodial staff cleans bathroom and inspect room cleanliness on a weekly basis.

Homepage: <http://reslife.korea.ac.kr>



< CJ International House >

Dining Service : Meal Plan at CJ International House

Residents may purchase a meal coupon, which is valid for breakfast at the CJ International House Cafeteria (KRW 45,000/10 coupons). Coupons can be purchased at the cafeteria on the 1st floor of CJ International House during the opening hours (7:30am -9:30am Monday through Saturday).

3. OTHER INFORMATION FOR INT'L STUDENTS

A. UNIVERSITY LIBRARIES

Korea University library contains more than 1.5 million books, making it the largest university library in Korea. There are four main university libraries; Central Library (Building #116), Graduate School Library (Building #102), Science Library (Building #216), Medical Library (Building #303). There are also the UN Depository Library, the Asiatic Research Center Library, the German Law Library, the Public Health Library and the SeoChang Library.

Central Library

A four-story granite building provides facilities including seven reading rooms, a reference and electronic database room, a periodical room, an open stacks room, lounges and a private study room for faculty members. Special services available to students and faculty include photocopying and use of the seminar and conference rooms. (Administrations Office: 3290-1491~6)

Library Hours

- Weekday 09:00-21:00
- Saturday 09:00-13:00
- Closed on Sundays & Holidays
- Reading rooms are open everyday from 06:30 to 23:00

Libraries	Sections	Mon-Fri	Sat
Central Library	Loan Office Reference and Electronic Database Rooms Periodicals Open-Stacks Rooms Newspaper Reading Rooms	09:00 - 21:00	09:00 - 13:00
	UN and EU Reference Rooms	09:00 - 17:00	Closed
Graduate School Library	Loan Office Thesis and Dissertations Room	09:00 - 21:00	09:00 - 13:00
Science Library	Periodicals Published Books Room Open Stack Room	09:00 - 21:00	09:00 - 13:00
	Reference Room	09:00 - 18:00	Closed
Medical Library	Periodicals Published Books Room Reference Room	08:30 - 19:30	Closed
General Reading Rooms	Main Campus (06:00 - 23:00) SeoChang Campus (05:00-24:00)		
24-hour Reading Rooms	00:00 - 24:00		

GSIS LIBRARY

It's located on the 3rd Floor of the International Studies Hall Building. The Library opens from 9:00AM to 6:00PM on weekdays during semester and 9:00AM to 5:00PM during vacation. The Open Study Room is open by 9:00-23:00 everyday.

☎ 3290-1399 (Room 322)

b. KU Lyceum

Facility	Services	Contact
Electronic Goods Shop	Sells/repairs calculators, watches, home appliances, camera; cassette tapes, CDs & DVD players, batteries, etc.	02-3290-2643
Travel Agency	Available: airline tickets (international and domestic), train tickets; arranging overseas group travel; pick-up services for passports and visa DHL services etc.	02-3290-1864
Copy Center	Services include: photocopying, bookbinding books, fast-steel binding, roll-spring binding, and printing including internet search etc	02-3290-2642 (KU Lyceum, 1st floor) 02-3290-2650 (Central Library, 1st floor)
Optician	Available: eyeglasses, sunglasses, contact lenses, and various accessories and supplies for glasses; offers free eye examinations, etc	02-922-2285
Photo Shop	Services include taking photographs, developing films, printing, enlargement, and camera repairs; sells film and disposable cameras.	02-3290-2646
Computer Shop	Sells/repairs computers, printers, copy machines, facsimiles, scanners, hardware, all-in-one/multi-functional machines, computer-related supplies.	02-3290-2648

c. Central Square

<u>Facility</u>	<u>Services</u>	<u>Contact</u>
Convenience Store (Ministop)	Available: soft drinks, snacks, instant food etc.	02-3290-2654
Internet Room (Magic Station)	Services Available: Internet browsing and games.	02-3290-2655
Uni-Store	Available: textbooks, study guides, books, souvenirs, wooden and brass plaques, memorial plaques, sporting goods, stationery, etc.	02-3290-2640
Coffee Shop [Rose Bud]	Available: various kinds of coffee and soft drinks	02-3290-2653
Overseas Study Center [Sungmun Overseas Study Center]	Consultation services: overseas language and special studies programs.	02-921-0500
Health Center	Services include; emergency aid, health consultations, facilities for temporary rest and recovery, and information related to health centers, services etc.	02-3290-1571 (Main Campus) 02-3290-1572 (Science Campus)
Student Health Services Payment Deduction Plan	A certain percentage of medical fee paid by the student, will be reimbursed to him/her under the plan.	02-3290-1573 (Main Campus) 02-3290-1570 (Science Campus)

d. Snackbars and convenient stores

The menu includes Kimbab (Korean style sushi roll), sandwiches, hot/cold/cup noodle, soft drinks etc.

Location	Contact
Communications Building	02-925-5894
College of Education	02-925-5897
Central Library (Basement, 1st floor)	02-928-0876
Central Square (Basement, 1st floor)	02-3290-2654
Student Union Building (1st floor)	02-3290-1811
New building, College of Business Administration (Basement, 1st floor)	02-3290-2564
College of Law (New Building, 5th floor)	02-3290-1817
Cafeteria (Science Campus, 3rd floor)	02-929-2872
College of Science & Engineering (South Hall)	02-923-4294
College of Life Science & Biotechnology (Basement, 1st floor)	02-3290-4375
University Dormitory (Basement, 1st floor)	02-923-3897
College of Medicine (1st floor)	02-920-6179

e. Cafeteria

Location	Contact
International Studies Hall cafeteria (University Staff)	02-3290-1815
Korean Studies Hall set menu (University Staff)	02-3290-1813
Living Plaza Cafeteria for University Staff	02-3290-4351
Student Union Building Cafeteria	02-3290-1811
Student Union Building Snackbar (various snack available)	
Living Plaza Cafeteria for Students	02-3290-4351
Lining Plaza Snack bar for Students	
Alumni Hall Student Cafeteria	02-921-7218
Techno-complex Research Center Cafeteria	02-3290-4348
College of Medicine	02-920-6165

f. Computer labs

Location	Office Hours
Ground Floor, College of Arts Bldg	Mon~Fri 09:00~17:00, Sat 09:00~13:00
2nd Floor, Science Library	Mon~Fri 09:00~17:00, Sat 09:00~13:00
Each College	Mon~Fri 09:00~17:00, Sat 09:00~13:00
Multimedia Room, 2nd Floor, Centennial Memorial Samsung Hall	Mon~Fri 09:00~21:00, Sat 09:00~13:00

GSIS COMPUTER ROOM

The GSIS runs the Computer Room located on the 4th floor of the International Studies Hall. Only GSIS students are allowed to use. It opens during 9:00 to 21:00 on weekdays during semester and 10:00-17:00 during vacation.

☎3290-2514 (Room 427)

g. Lounge/Fitness

Facility	Location	Contact
Student Lounge at Each College	-Each college has a student lounge: each lounge is furnished with sofa, tables, a vending machine for soft drinks, and drinking water available.	
Female Student Lounge	Faculty and Women Student's Hall, Science Library (2nd floor), Cafeteria (3rd floor, Science Campus), and Communications Building Annex (3rd floor)	
Korea University Tiger Dome (HwaJeong Gym)	This Gymnasium has a Main Stadium, Sub Arena, Fitness Center, Squash Court, Aerobic Studio, 250meter Track and an Indoor Rock-Climbing Facility	02-3290-4096
Hana Fitness Center	The club is located in Hana Square and equipped with different equipment and shower facilities for both men and women. Fees Charged.	02-3290-4027
KU Fitness Club	The club is located in the 4.18 Memorial Hall (Basement, 2nd floor) and equipped with different kinds of health equipments and shower facilities for both men and women. Fees Charged.	02-3290-1762
Table Tennis	There are five tables in the 4.18 Memorial Hall (Basement, 2nd floor). No fees charged.	
Ice Link	University Green Campus	02-3290-4243~5

h. Others

Facility	Location	Contact
Museum	Korea University Museum	02-3290-1512~3
Post Office	The annex to Communication Building (3rd floor)	02-3290-1820
Music Hall	Communication Hall, 1st floor	02-922-5204
Auditorium	Inchon Memorial Hall	02-3290-1771
	The 2nd Student Union Hall (Basement, 2nd floor)	02-3290-1772
	The Alumni Hall (Basement, 1st floor)	02-3290-1771
	College of Business Administration	
Health Center/Health Services deduction plan	Central Square, Main Campus (Basement, 1st floor)	02-3290-1573
Help for the disabled	www.kujang.net	02-3290-1221

i. The Korea University Medical Center

The Korea University Medical Center is closely associated with the Korea University Medical School. While it is hoped that students would never need the Center's services, they may be comforted to know that the care provided by the Center's two general hospitals and two teaching hospitals is the finest in Korea. Diagnostic and treatment equipment, from Magnetic Resonance Imaging (MRI) systems to radiation fluoroscopes, represent the latest technologies available for the detection and treatment of disease. The four hospitals in Anam, Guro, Yeosu and Ansan have a combined capacity of about 2,000 beds.

Korea University Medical Center

Emergency Room (02) 3290-5373

Student Health Clinic: (02) 3290-1571

PART VI. SUPPORT SERVICE

1. TRAVEL TO KOREA

KOICA arranges and pays for the participant to travel to and from Korea. The participant is to travel by the most direct route between Incheon International airport and a main international airport in the participant's home country. KOICA will cover economy class, round-trip airfare.

If a participant wants to change the flight itineraries, he or she should pay the additional fare. The participant is responsible for the issuance of a visa necessary for this Scholarship Program.

If a participant accompanies or invites family members, he or she must be responsible for all the relevant costs and other necessary administrative measures (please refer to the "4. Family" section of Part 7. Regulations).

2. EXPENSES FOR STUDY AND LIVING

The following expenses will be covered by KOICA during the participant's stay in Korea.

- Tuition fee
- Accommodation (mainly the dormitory of a training institute)
- Living allowance : KRW 17,000 per day (subject to change)
- Meals : in kind or cash equivalent KRW 21,600 per day (subject to change)
- Sundry Expenses : KOICA provides an allowance for sundry expenses incurred between the times of entry into and departure from Korea (visa fee, taxi fare, passenger service charge, etc.) The allowance per

participant will be KRW 200,000. Stop-over Allowance, Local Transportation expenses

- Textbook and materials : KRW 800,000 (once for all)
- Study visit & field trip, etc. during the program
- A medical checkup after arrival
- Overseas travel insurance, etc.

In addition, participants may be invited to a special event organized by KOICA with the aim of promoting friendship among each other and understanding about Korea during the program.

3. INSURANCE

During the program, participants will be covered by the overseas travel accident insurance. The insurance covers expenses for medical treatment and hospital care caused by diseases or accidents within the scope and limit of insurance coverage. Participants should pay themselves first and be reimbursed for the expenses later on the condition that the case falls under the coverage of the insurance.

Limits of Coverage

- Death or Permanent Disability by Accident : KRW 100 million
- Medical Expenses by Accident : KRW 10 million
- Death by Diseases : KRW 50 million
- Liability : KRW 10 million
- Loss of Personal Effects : KRW 1 million
- Airplane Hijacking : KRW 1.4 million

* US\$1= approx. KRW 1,150 (as of October 2010)

Main Scope of Coverage

- Death or Permanent Disability by Accident & Death by Disease : The insurance shall pay the insurance money up to the above limit.
- Medical Expenses by Disease and Accident : The insurance shall cover the medical expenses at actual cost within the limit of the medical insurance subscription amount per case (for details, refer to the insurance policy)
- Medical checkup at the participant's option, and the fee for a medical certificate and diseases caused by the pre-existing medical conditions, etc. are not covered by the insurance.

PART VII. REGULATIONS

1. PARTICIPANT'S RESPONSIBILITIES

Participants are required

- to take up the scholarship in the academic year for which it is offered(deferral is not allowed)
- to follow the training program to the best of their ability and abide by the rules of the training institute and KOICA
- to reside in the accommodation designated by the training institute for the duration of the course except for holidays or temporary leave
- to maintain an appropriate study load and achieve satisfactory academic progress for the course. If the participant fails to attain certain grades required by the university, his or her status as a KOICA program participants may be suspended.
- to participate in all activities associated with the approved course of study including all lectures and tutorials, submit all work required for the course and sit for examinations unless approved otherwise by the training institute in advance
- to notify the training institute in advance and get an approval for temporary leave
- to advise KOICA and the training institute of any personal or family circumstances such as health problems or family problems which may be seriously affect their study
- to refrain from engaging in political activities or any form of employment for profit or gain
- to agree to KOICA collecting information concerning them and passing that information onto other relevant parties, if necessary

- to return to their home country upon completion of their training program
- not to extend the length of their training program or stay for personal convenience; neither KOICA nor the university will provide any assistance and be responsible for extension of their stay.

2. WITHDRAWALS

- In principle, a participant is not allowed to withdraw from the program at his or her own option once the program starts.
- A participant may withdraw with valid personal or home country's reasons (such as health or work issues) when acceptable to KOICA.
- If a participant fails to attain certain grades required by the training institute, he or she may be forced to withdraw and return home upon withdrawal.
- In principle, a participant who has withdrawn is not allowed to re-apply for the KOICA Scholarship Program.
- The participant who withdraws must return to the training institute the living allowance he or she has already received for the remaining period from the date of departure from Korea.

3. TEMPORARY LEAVE

- Participants can have temporary leave (to the participant's home country or for a trip abroad) on the condition that the trip does not affect their schoolwork and as long as they notify the university in advance.

- KOICA and the university do not pay airfare for the trip. If the trip exceeds 15 days, KOICA will not pay the living allowance for the absent days which exceed 15 days.
- If the participant is found to have made an unreported temporary visit to his or her home country or traveled to other countries or made a trip despite the university's disapproval, his or her living allowance will be suspended (from the day of departure to the day of return).

4. ACCOMPANYING OR INVITING FAMILY

- As KOICA Scholarship Program is a very intensive program which requires full commitment to and concentrated effort for study, participants are recommended not to bring any family members.
- KOICA does not provide any financial or other administrative support for the dependents of the participants.
- Participants may bring or invite family members but they must cover all the relevant expenses such as airfare, accommodation, living cost, visa fee, insurance, etc, of their family. The safety and security of their family is also the participant's responsibility.
- KOICA pays the accommodation cost on the condition that participants live in a dormitory. If a participant invites family and lives outside a dormitory with family under the permission of the training institute, KOICA doesn't provide accommodation cost for the participant.

5. OTHERS

- KOICA will assume any responsibility only within the limit and scope of the insurance for participants.
- KOICA is not liable for any damage or loss of the participant's personal property;
- KOICA will not assume any responsibility for illness, injury, or death of the participants arising from extracurricular activities, willful misconduct, or undisclosed pre-existing medical conditions;
- If the participants break any of the rules of KOICA and the training institute during their stay in Korea, their status as a KOICA program participant may be suspended.

PART VIII. CONTACT INFORMATION

1. CONTACT INFORMATION

**a. Korea International Cooperation Agency (KOICA)
(<http://www.koica.go.kr>)**

·Program Manager: **Ms. Il-woo NAM**

·Phone: +82-31-740-0418

·Fax: +82-31-740-0685

·E-mail: isouth@koica.go.kr

·Home page: <http://www.koica.go.kr>

· Assistant of Program Coordinator : **Ms. Min-Kyoung KIM**

· Phone : +82-31-777-2646

· Fax : +82-31-777-2679

· E-mail : kmk1025@koica.go.kr

**b. Graduate School of International Studies (GSIS),
Korea University (<http://gsis.korea.ac.kr>)**

·Academic Affairs Dept. Coordinator: **Ms. Ye rang LEE**

·Phone: +82-2-3290-1391(Administration office)

·Fax: +82-2-929-0402

·E-mail: yerang@korea.ac.kr

·Home page: <http://gsis.korea.ac.kr>

·Program Advisor: **Prof. Mi-Kyeng JEONG**

·Phone: +82-2-3290-2588(office)

·Fax: +82-2-929-0402

·E-mail: jasmky@korea.ac.kr

Appendix 1.

HOW TO JOIN THE KOICA COMMUNITY

The KOICA Alumni Community (<https://training.koica.go.kr>)

KOICA offers you a chance to meet other participants of our training programs online. We are all friends here. Share your memories, experiences and feelings. Please join now! The door to the KOICA Alumni Community is open to everyone.

The KOICA Alumni Community is an online extension of the relationship and friendship formed between former and present trainees. By becoming a member of the KOICA Alumni Community, you can stay in touch with your former classmates and be informed of what is happening at KOICA and the center. The Community allows alumni to update their personal information and search for other alumni in an online directory.

You must register to participate in the KOICA Alumni Community. Click Registration on Menu, and follow the directions, giving all the necessary information including your full name, country, e-mail address, and the year and name of the course in which you participated. Once you submit your information, KOICA will first check it to verify that you are a KOICA alumnus. You will then receive a confirmation e-mail from the website administrator including your User ID and Password. We recommend you to change your Password after your first log-on for security purposes.

Appendix 2.



< Story about Korea & KOICA >

We hope you had an interesting, unique and impressive experience adjusting to Korean life and participating in the program.

You were probably excited about coming to a new country, meeting new people and starting your program. However, if this was your first time in Korea, you might have experienced some culture shock while you stayed in Korea. Perhaps you found that many social customs, culture, religion, ways of doing things, and the way things work were different from what you were used to at home.

["Culture shock" describes the emotional upheaval many people experience when they move to a country with a different culture from what they are used to.]

During your stay in Korea you might have noticed many differences, which may have caused you inconvenience or perhaps were just interesting to you. For example; people may dress and think differently, and the behavior of men and women towards each other may be different.

In this regard, we would love to hear your story. Please share your memories, experiences and feelings with us. Any stories would be welcome. Your story helps us better understand what is interesting, unique and impressive about Korea & KOICA's training program to you. We will help our society have a better understanding of people from other countries through the publication of your story.

☺ e-mail us your story & photo to story@koica.go.kr
your contributions may be published in a KOICA publication ♥

Name	
Country	
Course Title	
e-mail	

Appendix 3.

HOW TO GET TO THE ICC

- ❑ Route: Incheon International Airport → Korea City Airport, Logis & Travel (CALT) -> International Cooperation Center (ICC)

- ❑ Arrival at Incheon International Airport (<http://www.airport.kr>)

▶ FLOW

Fill out a health questionnaire (distributed aboard your flight) → Quarantine including animals and plants (2nd floor) → Immigration office (passport, ticket, arrival card) → Reclaim baggage (1st floor) → Customs clearance → Welcoming reception → KOICA Airport Counter located by EXIT 7 (Counter #33-34)

- ▶ Pass through Immigration office

- ▶ Collect baggage and pass through Customs Inspection

- ▶ Pass through Arrivals Exit and go to the KOICA Airport Counter located by EXIT 7.
 - At the KOICA Airport Counter located by EXIT 7, you can get information about how to get to the ICC in details, and get a limousine bus ticket for CALT as well.

□ **KOICA Counter at Incheon airport**



Location : Next to Exit 7 on the 1st floor Near the Millennium Hall (No.33 - 34)
Tel. : 82-32-743-5904
Mobile : 82-(0)10-9925-5901
Contact : **Ms. Jin-Young YOON**

Leave the terminal and proceed to bus stop No. 4A and take a City Air limousine bus to the CALT. (Expected time: 70 ~ 90 minutes)

- ※ If you cannot meet the KOICA staff member at the counter, please purchase a limousine bus ticket from the bus ticket counter near a bus stop on the 1st floor, and go to bus stop No. 4A.
- ※ You will find another KOICA staff member at CALT who will assist you in getting to the ICC. KOICA will reimburse the limousine bus fare when you arrive at the ICC.

□ **KOICA Counter at CALT airport**



Location : Lounge on the 1st floor
of CALT airport
Mobile : 82-(0)10-9925-5901

- If the limousine bus is not available due to your early or late arrival from 22:00 to 05:30, please contact the ICC reception desk (Tel. 031-777-2600 / English announcement service is available 24 hours daily)
 - The staff at the ICC reception desk will let you know how to use a taxi. The taxi fare from the airport to ICC is normally 90,000 Won.
 - ※ KOICA won't reimburse the taxi fare if you use a taxi during the hours of 05: 30 ~ 22:00.
- From Incheon International Airport to the ICC through CALT
- ▶ Take a City Air limousine bus at bus stop No. 4 A on the 1st floor. The buses run every 10-15 minutes between the hours of 05:30 and 22:00.
 - ▶ Meet the KOICA staff at the lounge on the 1st floor of CALT upon arrival.
 - ▶ Take a car arranged by the KOICA staff to the ICC.
(Expected time: 20 min.)

"Please remember to read the Participants' Guidebook. It is available from the Korean Embassy or KOICA Overseas Office in your country and provides valuable information regarding KOICA programs, allowances, expenses, regulations, preparations for departure and etc."