# 2021 KOICA Scholarship Program

# Application Guideline

## For Master's Degrees

## 1. Purpose

The KOICA Scholarship Program (SP) is designed to nurture key leaders in Partner 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 | Oceania | CIS |
|---|---|---|---|---|---|---|
| Countries | 13 countries | 24 countries | 11 countries | 3 countries | 3 countries | 9 countries |
| Name of countries (63) | Afghanistan Bangladesh Cambodia India Indonesia Lao PDR Mongolia Nepal Pakistan Sri Lanka Philippines Timor-Leste Vietnam | Algeria Angola Burundi Cameroon Côte d'Ivoire DR Congo Egypt Ethiopia Gabon Ghana Kenya Libya Madagascar Morocco Mozambique Nigeria Rwanda Senegal Sudan Tanzania Tunisia Uganda Zambia Zimbabwe | Colombia Dominican-Republic Ecuador El Salvador Guatemala Haiti Honduras Jamaica Paraguay Peru Venezuela | Iraq Jordan Palestine | Fiji Papua New-Guinea Solomon Islands | Azerbaijan Belarus Georgia Kazakhstan Kyrgyzstan Tajikistan Turkmenistan Ukraine Uzbekistan |

*Note. The courses written 'for 13 Asia countries' are only eligible for applicants from the 13 Asia countries above

# 3. Available Universities and Fields of Study

Master's degree programs offered at the universities below.

| Field of Study | University |
|---|---|
| Response to Climate Change | Hallym University |
| Social Economy | KAIST(Korea Advanced Institute of Science and Technology) |
| ICT Techno Policy | Soongsil University |
| Public Management and Public Sector Reforms | Seoul National University |
| Agricultural Economics | Kangwon National University |
| Agricultural Production | Kyungpook National University |
| Urban and Regional Development | University of Seoul |
| Health Policy and Financing Capacity Building | Yonsei University |
| High Value-added Agriculture (for 13 Asia countries) | Kyungpook National University |
| Smart City (for 13 Asia countries) | SungKyunKwan University |
| E-Government and Public Management (for 13 Asia countries) | Yonsei University |
| Energy Science and Policy | Ajou University |
| Gender and Rural Community Development (for Women) | Yonsei University |
| Finance and Tax Policy | Korea University |
| Gender and Development | Seoul National University |
| Public Administration (Local Government) | SungKyunKwan University |
| Trade and Industrial Policy for Sustainable and Inclusive Growth | KDI(Korea Development Institute) School |
| Aviation Management | Korea Aerospace University |

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

* For more details on the available courses, refer to the Program Information of each course that is available to access in the KOICA CIAT website (http://www.koica.go.kr/ciat/index.do)

**English webpage → Menu (Stay connected → Notice)**

* Application guideline for 7 more courses will be provided during **February** as below.

| Field of Study | University |
|---|---|
| Education | To be determined (in the middle of bidding process for selecting universities) |
| Fisheries Development | |
| Economic Development | |
| ICT based entrepreneurship | |
| SDGs implementation (for 13 Asia countries) | |
| Civil society leadership (for 13 Asia countries) | |
| Gender Leadership (for 13 Asia countries) | |

* Course title will be changed after the bidding process.

# 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 an 'international development NGO' background may apply for the program with two letters of recommendations;
       -1) Your government office; and
       -2) Korean Embassy, world widely known NGO, an UN-associated organizations, or the KOICA Overseas Office within your region.

(3) AGE: (Preferably) Be under age 40 as of February 1, 2021.

(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.

(8) Have not participated in KOICA scholarship program or any of the Korean Government's Scholarship Program before.

(9) and other qualifications from the university you are going to apply (refer to the Program Information)

# 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<br>- Not borne by KOICA when a participant temporarily leave to his/her home country during the training period.<br>- Except for above, borne by KOICA |

| Tuition Fees | Full amount required by a university | - Borne by the university |
|---|---|---|
| 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<br>- Part of the expenses can be borne by participants, and the amount varies among Universities |
| Monthly Allowance | KRW 999,000 per month | - It includes expenses for meals, books and study supplies if needed<br>- Same amount will be provided per month<br>- If a participant does not stay in Korea 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).<br>* 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.<br>- Cost for cleaning, laundry or exchange of bedding shall not be covered.<br>- Except for the above, borne by the university |
| Settlement Allowance | KRW 600,000 (once) | - Expenses needed to enter Korea, such as visa fee, alien registration card issuing fee and others<br>- Borne by the university |
| Scholarship Completion Grants | KRW 300,000 (once) | - EMS and other expenses needed for returning home (e.g. cost for sending materials)<br>- Borne by the university before departure |
| Insurance | Actual cost paid | - Refer to separate documents for detailed insurance coverage<br>- Borne by KOICA |

* Notes

-KOICA only provides the expenses above.

-Visa expenses, COVID19 diagnosis for departure, stopover expenses, local transportation and other sundry expenses will not be covered.

-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-2-3]) necessary for this Scholarship Program.

# 6. Selection Procedures

| Period | Procedure | Details |
|---|---|---|
| ~ March, 2021 | Application | [Application package submission]<br>- Application deadline (to the KOICA overseas office and the Korean Embassy) : March 29, 2021<br>- Prepare all required documents for your admission package and fill out the 'Document Checklist'.<br>- Submit the application package (including both university and KOICA application forms and other required documents) to the KOICA overseas office or the Korean Embassy by the submission date.<br>- Original copies should be sent to the university before the phone interviews. |
| March 27 -April 7 | On-site Interview (KOICA) | - Participate in an on-site interview by the KOICA overseas office or the Korean Embassy. If an applicant lives in a country where the KOICA overseas office / Embassy does not exist or lives far from the capital city, he / she can be interviewed by phone after consulting with the KOICA overseas office / Embassy.<br>- The KOICA Overseas office or the Korean Embassy send the result of interview and related documents to KOICA HQ : April 7 |
| April 8 -April 21 | Document Screening (University) | [1st round : Document Screening]<br>-Applicants nominated by the KOICA overseas office or the Korean Embassy as a result of the on-site interview and have submitted their application packages are considered for document screening.<br>-University conducts document screening. |
| April 26 | Result of Document Screening | -The result for the 1st round selection will be announced to the applicants.<br>[Preparation for the 2nd round]<br>- Details of the interview including the interviewee list will be sent to the KOICA overseas office and interview arrangements will be made respectively. |
| April 28 -May 12 | Interview (University) | [2nd round : Phone(online) Interview]<br>- University conducts the second round (interview) according to the interview schedule.<br>- Schedule for interview will be notified individually by the KOICA overseas office or the Korean embassy with 2-3 day notice in advance.<br>* Some universities would be mandatory to essay test for 2nd round.<br>- KOICA HQs announces the result of interview to the KOICA overseas office or the Korean Embassy : May 14 |
| May 17 -June 18 | Medical Checkup (Local) | [3rd round : Medical Check-up]<br>- Applicants who successfully pass the 2nd 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.<br>- Examination cost, transportation and accommodation fees will NOT be reimbursed.<br>- KOICA will not pay for the treatment necessary after the examination. |
| June 23 | Admission Notification (result of Medical Checkup) | - Admissions results(Medical Checkup result) will be notified to the KOICA overseas office or the Korean embassy.<br>- KOICA informs the participants of their scheduled entry to Korea after notification. |
| August | Entry to Korea (Medical check-up in Korea. Etc.) | |

\* The timeline for Selection process and date of 'Entry to Korea' above would be changed due to the COVID19 pandemic.

\*\* If you are disqualified for long-term stay by the medical check-up in Korea, you may be deported even if you have successfully passed the local check-up in your country.

# 7. Required Documents

All documents should be sent to the KOICA overseas 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 on KOICA CIAT Website.

    \* Important Notes for All Applicants:

- All forms should be typed in English and all the supporting documents should be in English. 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.

# Application Guidelines

**In completing the attached application form, please be advised to:**

a. Carefully read your **Application Guideline(AG)** and **Program Information(PI)** prior to completing the application form;

b. Application should be typed, not handwritten, except for your signature; handwriting is not acceptable. Fill in the form in English;

c. Fill in the form in **English;**

d. Be sure to fill in **every part** of the form;

e. Send the completed form to the KOICA Office in your country or the Embassy of Korea (if the KOICA Office is not available) together with a **copy of your passport;** and

f. Be reminded that your participation may be denied if you fail to provide the required information and documents completely and on time.

## Application Checklist

| | Items | Page No. | Checked if completed |
|---|---|---|---|
| a. | Filled in every item of **Applicant Information** | 2-4 | |
| b. | Ticked agree/disagree box for **Agreement on Collection and Use Personal, Sensitive, and Unique Identifying Information** | 5-6 | |
| c. | Thoroughly read **Scholarship Program Guideline and Code of Conduct** | 6-9 | |
| d. | Signed the **declaration** for terms and conditions | 9 | |
| e. | Signed and filled in every part of **Medical History Questionnaire** | 10 | |
| f. | Had an authorized official from your government to complete and sign the **Nomination** form | 11 | |
| g. | Have a copy of passport ready for submission | - | |

*This is to certify that I have completed every part of the application form*

*to apply for the KOICA Scholarship Program.*

Date: _____  Applicant's Name: _____  Signature: _____

## Application Form for the KOICA Scholarship Program

This form is to be used to apply for the Scholarship Program of the Korea International Cooperation Agency (KOICA), which is implemented as part of the Official Development Assistance Program of the Government of Korea. Please complete the application form and consult with your respective country's KOICA Office - or the Embassy of Korea in charge of your country, if the former is not available - for further information.

**(Photo)**
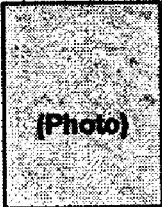
## PART 1. APPLICANT INFORMATION (to be completed by the applicant)

### I. PROGRAM OF APPLICATION (as in the Program Information Sheet)

| | |
|---|---|
| Program Title | |
| Name of Degree | |
| Duration | from _____ to _____ (DD-MM-YYYY) |

### II. PERSONAL DATA

| | |
|---|---|
| **Name** (as in the passport) | **First Name** |
| | **Middle Name** |
| | **Family Name** |

| Date of Birth | Day | | Month | | Year | |
|---|---|---|---|---|---|---|
| Sex | ☐ Male  ☐ Female | | Airport of Departure | | | |
| Nationality | | | Religion | | | |
| Home Address | | | | | | |

| Contact Information (Including Country Code) | Telephone | | Fax | |
|---|---|---|---|---|
| | Mobile | | E-mail | |

| Emergency Contact | Name | | Relation | |
|---|---|---|---|---|
| | Telephone | | E-mail | |
| Emergency Contact (2) | Name | | Relation | |
| | Telephone | | E-mail | |

### III. CURRENT EMPLOYMENT

| | | | |
|---|---|---|---|
| Organization | | | |
| Department | | | |
| Present Position | | Employment Duration | from _____ to present (MM-YYYY) |
| **Type of Organization** | Government | ☐ Central  ☐ Local | |
| | Institution | ☐ Public  ☐ Private  ☐ International  ☐ NGO | |
| | Others | (Please specify) | |
| Job Description | Describe your main duties. Specify any technical equipment or facilities you work on with | | |

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