

# 2023 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 according to the policies of the Korean government or KOICA

Region	Asia*	Africa	Latin America	Middle East	Oceania*	CIS*
62 Countries	12 countries	24 countries	11 countries	3 countries	3 countries	9 countries
<b>Name of countries</b>	Bangladesh Cambodia India Indonesia Lao PDR Mongolia Nepal Pakistan Sri Lanka The Philippines Timor-Leste Vietnam	Algeria Angola Burundi Cameroon Côte d'Ivoire DR Congo Egypt Gabon Ghana Kenya Libya Madagascar Morocco Mozambique Nigeria Rwanda Senegal Sudan Sierra Leone Tanzania Tunisia Zambia Zimbabwe Malawi	Colombia Dominican- Republic Ecuador El Salvador Guatemala Haiti Honduras Jamaica Paraguay Peru Bolivia	Jordan Palestine Iraq	Fiji Papua New- Guinea Solomon Islands	Uzbekistan Kyrgyzstan Azerbaijan Kazakhstan Ukraine Turkmenistan Tajikistan Belarus Georgia

**\*Note. The courses written 'for 24 Asia countries' are open only for the applicants from Asia(12), Oceania(3) and CIS(9) countries above.**

### 3. Available Universities and Fields of Study

Master's degree programs offered at the universities below.

Field of Study	University
Economic Development	KDI (Korea Development Institute)
<b>Asian</b> Capacity Building for SDGs (for 24 Asia Countries)	Seoul National Univ
<b>Asian</b> Civil Society Leadership (for 24 Asia Countries)	Ajou Univ
<b>Asian</b> Gender Leadership (for 24 Asia Countries)	Ewha Womans Univ
Global Fisheries Development	Pukyong National Univ
Techno-Entrepreneurship Competency Based on ICT Convergence	Handong Global Univ
Global Education Leadership	Korea National Univ of Education
Social Economy	KAIST
Response to Climate Change	Incheon National University
Applied Artificial Intelligence (Major in Digital Innovation)	Hanyang University
Control of Infectious Disease	Yonsei University
Digital Transformation Technology	Soongsil University

\* All applicants can apply for only one course of KOICA SP program.

\* **For more details on the available** courses, refer to the Program Information of each course available on the KOICA website (<http://www.koica.go.kr/ciat/index.do>)

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

\* Application guideline for 12 more courses will be provided during **March** as below.

Field of Study	University
Industry and Trade Policy	To be determined (in the middle of bidding process for selecting universities)
Urban Development Policy	
Agricultural Economy	
Agricultural Engineering	
Community Development	
Information and Communication Technology Policy	
Water Resource Management	
Energy Policy	
Global Health Security Agenda (Master and PhD)	
Agricultural Productivity (Master and PhD)	

\* Course title will be changed after the bidding process.

\*\* Global Health Security Agenda and Agricultural Productivity will provide Master and PhD degree courses.

### 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.

- (For master) Be a government employee. With a minimum of 2 years of experience in the field of study

- (For PhD) Be a government employee. With a minimum of 3 years of experience in the field of study after graduation from KOICA master's degree program

\* Exception1 - Applicants with an 'international NGO' background may apply for the program with two letters of recommendations:

- Your government office; and

- Korean Embassy, world widely known NGO, UN-associated organizations, or the KOICA Organization within your region

\* Applicants with 'international NGO' background are ONLY allowed to apply for KOICA-AJOU Master's Degree Program in Civil Society Leadership

(3) **AGE:** (Preferably) Be under age 40 as of February 1, 2023.

(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 completed a Bachelor Degree or an equivalent to college / university level Educational background.

\* Some programs have specific qualifications in terms of level of education. 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 thesis in English.

(7) Not be a person who has withdrawn from KOICA's scholarship program.

\* A 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 scholarship program or any of the Korean Government's Scholarship Programs before.

\* Doctorate Program applicants: recipients of a master's degree scholarship from KOICA are still eligible to apply.

i.e. an applicant who holds a master's degree through the KOICA SP may not apply for another KOICA master degree, but may apply for a KOICA doctorate degree.

(9) (Preferably) Be employed by your government during and after the program (be engaged in the expertized area of your study as an official servant of your government)

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

## 5. Support Service (Scholarship Benefits)

Supports	Amounts	Note
<b>Air Fare</b>	Actual amount paid	<ul style="list-style-type: none"> <li>- Cannot be borne by KOICA in special circumstances like when a participant violates academic regulations</li> <li>- Not borne by KOICA when a participant temporarily goes to his/her home country during the training period</li> <li>- Except for the above, borne by KOICA</li> </ul>
<b>Tuition Fees</b>	Full amount required by a university	<ul style="list-style-type: none"> <li>- Borne by university</li> </ul>
<b>Extracurricular Activities</b>	Part of the expenses needed for study visits, workshops, Korean language classes and others, except for regular classes	<ul style="list-style-type: none"> <li>- Amount borne by a school varies</li> <li>- Part of the expenses can be borne by participants, and the amount varies among universities</li> </ul>
<b>Monthly Allowance</b>	KRW 999,000 per month	<ul style="list-style-type: none"> <li>- Includes expenses for meals, books and study supplies if needed.</li> <li>- Same amount will be provided per month</li> <li>- 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 in Korea (KRW 33,300/day).</li> <li>* The amount deducted (33,300/day) is the same regardless of how many days there are in the month.</li> </ul>
<b>Accommodation</b>	Actual amount paid	<ul style="list-style-type: none"> <li>- Electricity and other utility fees shall not be covered</li> <li>- Cost for cleaning, laundry or exchange of bedding shall not be covered</li> <li>- Except for the above, borne by universities</li> </ul>
<b>Settlement Allowance</b>	KRW 600,000 (once)	<ul style="list-style-type: none"> <li>- Expenses needed to enter Korea, such as visa fee, alien registration card issuing fee and others</li> <li>- Borne by universities</li> </ul>
<b>Scholarship Completion Grants</b>	KRW 300,000 (once)	<ul style="list-style-type: none"> <li>- EMS and other expenses needed for returning home (e.g. cost for sending materials)</li> <li>- Borne by universities before departure</li> </ul>
<b>Insurance</b>	Actual cost paid	<ul style="list-style-type: none"> <li>- Refer to separate documents for detailed insurance coverage</li> <li>- Borne by KOICA</li> </ul>

\* Notes

- KOICA only provides the expenses above.
- Visa expenses, stopover expenses, local transportation and other miscellaneous 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	Procedures	Details
~ March, 2023	<b>Application</b>	<p><b>[Application package submission]</b></p> <ul style="list-style-type: none"> <li>- <b>Application deadline (to KOICA regional offices and Korean Embassy): March 10, 2023</b></li> <li>- Prepare all the required documents for your admission package and fill out the 'Document Checklist'.</li> <li>- 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.</li> </ul> <p><b>* KOICA document and University document should be sealed separately in a different envelope.</b></p> <ul style="list-style-type: none"> <li>- Original copies should be sent to university before the phone interviews.</li> </ul> <p><u>* Deadline could be varied by locations : contact the KOICA office in your region or if unavailable, the Korean embassy</u></p>
March 10 -March 20	<b>On-site Interview (KOICA)</b>	<ul style="list-style-type: none"> <li>- Participate in an on-site interview by KOICA regional office or 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.</li> </ul> <p><b>-The KOICA Overseas office or the Korean Embassy will send the result of interview and related documents to KOICA HQ : March 20</b></p>
March 31 -April 27	<b>Document Screening (University)</b>	<p><b>[1<sup>st</sup> round: Document Screening]</b></p> <ul style="list-style-type: none"> <li>-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.</li> <li>-University conducts document screening.</li> </ul>
April 28	<b>Result of Document Screening</b>	<ul style="list-style-type: none"> <li>-The result for the 1<sup>st</sup> round selection will be announced to the applicants.</li> </ul> <p>[Preparation for the 2<sup>nd</sup> round]</p> <ul style="list-style-type: none"> <li>- Details of the interview including the interviewee list will be sent to the applicant by the university and interview arrangements will be made respectively.</li> </ul>
April 29 -May 26	<b>Interview (University)</b>	<p><b>[2<sup>nd</sup> round: Phone Interview]</b></p> <ul style="list-style-type: none"> <li>- University conducts the second round (interview) according to the interview schedule.</li> <li>- Schedule for interview will be notified individually by the University with 2-3 days notice in advance.</li> </ul> <p><b>* Essay tests are mandatory for some universities.</b></p> <ul style="list-style-type: none"> <li>- KOICA HQs announces the result of interview to the KOICA Overseas office or Korean Embassy: June 2</li> </ul>
June 3 -June 19	<b>Medical Checkup (Local)</b>	<p><b>[3<sup>rd</sup> round : Medical Check-up]</b></p> <ul style="list-style-type: none"> <li>- Applicants who successfully pass the 2<sup>nd</sup> round must take the Medical Check-up at the designated institution.</li> </ul>

		-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 23	<b>Admission Notification (result of Medical Checkup)</b>	- Admissions results will be notified to the regional KOICA offices or Korean embassy. - KOICA informs the participants of their scheduled entry to Korea.
August	<b>Entry to Korea (Medical check-up in Korea. Etc.)</b>	

**\* The timeline of Selection Process and date of 'Entry to Korea' can be changed due to the COVID19 pandemic**

**\*\* If you are disqualified for a long-term stay from 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 regional KOICA office or the relevant government office.

<b>KOICA documents</b>	<ul style="list-style-type: none"> <li>- KOICA Application Form</li> <li>- Recommendation letter from applicants' governments</li> <li>- A scanned copy of an applicant's passport</li> </ul> <p>*KOICA documents should be submitted to regional KOICA office or Korean embassy in your country</p>
<b>University documents</b>	<ul style="list-style-type: none"> <li>- University Application form with required documents for the university</li> <li>* Refer to Program Information on KOICA CIAT Website.</li> </ul> <p>*An original copy should be sent to the regional KOICA office or the relevant government office with the sealed envelope for your privacy protection till the end of the local medical checkup. (After the medical checkup, an original copy should be handed in to the university directly by the applicant)</p>

**\* KOICA document and University document should be sealed separately in a different envelope.**

### **\* 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 disadvantages due to the mistakes or omissions on the application.

## **8. Contacts**

### **1) Application & Document Submission**

- KOICA Overseas Office or Korean Embassy

### **2) Field of study and University Admissions**

- Universities (Refer to the Program Information)

### **3) Other inquiries**

- KOICA HQs (Email : [koica.sp@koworks.org](mailto:koica.sp@koworks.org))
- KOICA Website (<http://www.koica.go.kr/ciat/index.do>)