

Program Information

# **2012 KOICA – Korea University Master's Degree Program in International Development**

February 16, 2012 ~ February 28, 2013  
Seoul, Korea

Korea International Cooperation Agency

Korea University



# CONTENTS

<b>TABLE OF CONTENTS</b>	
<b>PART I. KOICA &amp; SCHOLARSHIP PROGRAM</b>	<b>02</b>
<b>PART II. PROGRAM OVERVIEW</b>	<b>05</b>
<b>PART III. HOW TO APPLY</b>	<b>06</b>
1. APPLICATION ELIGIBILITY	06
2. APPLICATION PROCEDURE	06
<b>PART IV. PROGRAM CONTENTS</b>	<b>09</b>
1. ACADEMIC SCHEDULE	09
2. ORIENTATION	10
3. CURRICULUM	11
4. EXTRA CURRICULAR ACTIVITIES	13
<b>PART V. TRAINING INSTITUTE</b>	<b>14</b>
1. GENERAL INFORMATION	14
2. ACCOMODATIONS	16
3. OTHER INFORMATION FOR INT'L STUDENTS	17
<b>PART VI. REGULATIONS &amp; SUPPORT SERVICES</b>	<b>23</b>
1. REGULATIONS	23
2. SUPPORT SERVICES	24
<b>PART VII. CONTACTS</b>	<b>29</b>
<b>APPENDIX 1. HOW TO JOIN THE KOICA COMMUNITY</b>	<b>30</b>
<b>APPENDIX 2. STORY ABOUT KOREA &amp; KOICA</b>	<b>31</b>
<b>APPENDIX 3. HOW TO GET TO THE ICC</b>	<b>33</b>

## **Part I      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.

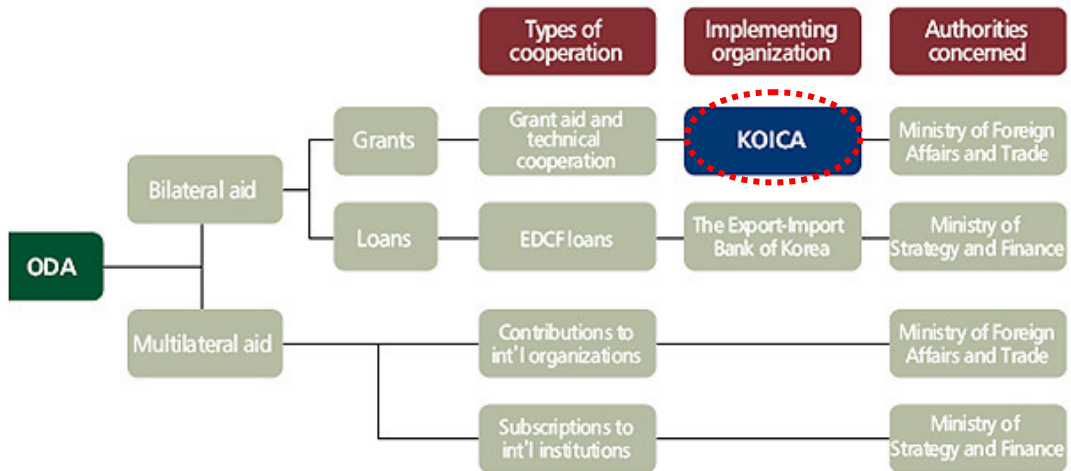
In particular, since Korea has the unique experience of developing from one of the poorest countries in the world to one of the most economically advanced, this knowhow is an invaluable asset that helps KOICA to efficiently support the sustainable socio-economic development of its partner countries.

**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 167 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.

<b>Part II</b>	<b>PROGRAM OVERVIEW</b>
----------------	-------------------------

- ▣ **Program Title: Master's Degree Program in International Development**
- ▣ **Duration: February 16, 2012 ~ February 28, 2013 (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 at the  
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 under the age of 40
- Be nominated by her Government
- Have sufficient command of spoken and written English;
- Be in good health, both physically and mentally, to undergo the course;
- Not have had experience in any of KOICA's training courses within the past three years in the same field.

**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, 2011
Application Document Review by KUGSIS committee	December 7, 2011 ~ December 13, 2011
Telephone interview by KUGSIS committee	December 14, 2011 ~ December 15, 2011
Final Admission Decision by KOICA Committee	December 16, 2011 ~ December 23, 2011
Admission Announcement	December 27, 2011
Release of Letter of Admission & Visa Document	~ January 9, 2012
Arrival in Korea	February 16, 2012
Preliminary Session	4 <sup>th</sup> week of February, 2012

### c. Checklist of Documents to Be Submitted

1. A completed application form (**KUGSIS Application Form & KOICA Application Form**)
2. **A Statement of Purpose:** SOP is the essential part for our evaluation to see whether you are qualified for this program or not. It should be 3 pages in length, the font should be 10" and in Times New Roman, 1.5 spaced, describing the following factors:
  - Your objective in applying for this program
  - Study plan during your study at KUGSIS
  - How your education and work experience qualify you for admission into this program
  - Contribution you hope to make in the field of International Development & Cooperation; and How KUGSIS KOICA program will support your goals
  - Future Career path after participating in this program
3. Two photos, 3 X 4 cm sized
4. Certificate of Degree (or Certificated Expected Graduation form) of all colleges and graduate schools (should be written in English)
5. Official transcripts of all colleges and graduate schools (should be **SEALED** by the issuing institution and **written in English**)

### **PART III. HOW TO APPLY**

6. A copy of passport
7. Two letters of recommendation (Download Available), from professors familiar with the applicant's academic work, or from professional supervisors.
8. 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.
9. 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>

<b>Part IV</b>	<b>PROGRAM CONTENTS</b>
----------------	-------------------------

**1. ACADEMIC SCHEDULE**

Procedure	Master's Degree Program on
Arrival in Korea	February 16, 2012
Arrival to KU	February 21, 2012
School Orientation	4 <sup>th</sup> week of February, 2012
Spring Semester	March 2, 2012 ~ June 15, 2012
Summer Session	June 18, 2012 ~ July 13, 2012
Summer Break	July 15, 2012 ~ Aug 31, 2012
Fall Semester	September 1, 2012 ~ December 21, 2012
Winter Session	December 24, 2012 ~ January 18, 2013
Special Session for Thesis Writing	January 21, 2013 ~ Feb 28, 2013 (Finish Full draft of thesis)
Departure from Korea	Feb 28, 2013

▶ The above schedule may be subject to change.

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 KOICA International Cooperation Center (ICC). 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 downtown area and experience the cultural heritage 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 their Thesis.

##### 1) 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 the Thesis (with 3 credits).

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 late February 2013. 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 Masters 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 Development Courses	15 Credit Hours
Area Courses	6 Credit Hours
Elective Courses *	9 Credits Hours
<b>Total</b>	<b>50 Credit Hours</b>

## 2) 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) International Development Courses (6) Elective Course (3) Area Studies Course (3)	2 2 1 1
	Summer	6	Core Courses (6)	3
	Fall	18	Core Courses (6) International Development Courses (6) Area Studies Course (3) Elective Course (3)	2 2 1 1
	Winter	3	Elective Course (3)	1
	Spring	6	International Development Course (3) Core Course (3)	1 1

## 3) Scholarship

KOICA and Korea University Graduate School of International Studies together provide full tuition coverage for the program participants. KOICA provides financial support to meet costs of extramural training and to cover allowances and other related expenses.

Note: More details concerning academic schedules are available below:

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

## 4. EXTRACURRICULAR ACTIVITIES

### a. Field Trips

- ◆ Field Trips (Sites may be subject to change)
  - Industrial Sites: Eg. Samsung Electronics, POSCO, Yeosoo Chemical Complex, Hyundai Motors, Hyundai Heavy Industries, etc.
  - Cultural Sites: Eg. Gyeongju City, Folk Village, DMZ, Seoul City Tour, 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 universities. Each Fall, the Ko-Yon Games build friendship between the universities and serve to develop the 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**

#### **1) About 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 certainly is proud to be at the heart of the Global Community.

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

## **2) About 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 Services**

#### **> 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 INTERNATIONAL STUDENTS

#### 1) 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), and Medical Library (Building #303). There is 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 open everyday from 06:30 to 23:00

<b>Libraries</b>	<b>Sections</b>	<b>Mon-Fri</b>	<b>Sat</b>
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 1<sup>st</sup> Floor of the International Studies Hall Building. The Library opens from 9:00AM to 5:30PM on weekdays during semester and 9:00AM to 4:30PM during vacation. The GSIS Reading Room opens from 9:00-23:00 every day.

☎ Library: 3290-1399 (Room # 121)

## 2) 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

## 3) Central Square

Facility	Services	Contact
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)

**4) Snack bars and convenient stores**

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

<b>Location</b>	<b>Contact</b>
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

**5) Cafeteria**

<b>Location</b>	<b>Contact</b>
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 Snack bar (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

## 6) 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 4<sup>th</sup> floor of the International Studies Hall. Only GSIS students are allowed to use it. It opens from 9:00AM to 5:30PM on weekdays during semester and 9:00AM - 4:30PM during vacation.

☎ Computer Room: 3290-2514 (Room # 427)

## 7) Lounge/Fitness

Facility	Location	Contact
Student Lounge at Each College	Each college has a student lounge and 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 Rink	University Green Campus	02-3290-4243~5

**8) Others**

<b>Facility</b>	<b>Location</b>	<b>Contact</b>
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	<a href="http://www.kujang.net">www.kujang.net</a>	02-3290-1221

**9) 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 REGULATIONS & SUPPORT SERVICES****1. REGULATIONS****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 participant 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 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 an extension of their stay

- To either return to their original job post or remain employed in a field related to their degree for at least 3 years.
- To recommend not to purchase personal vehicles with their allowances provided by KOICA due to safety concerns and concentration on their studies.

## **2. SUPPORT SERVICES**

### **A. Allowances**

- Daily Subsistence Allowance (DSA): KRW 17,000 per day
- Meal Allowance: KRW 21,600 per day

\* In case of temporal leave, if the period exceeds 15 days, from the 16<sup>th</sup> day the living allowances (DSA, Meal Allowance) are not be paid until he or she comes back

### **B. 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 200,000 won.
- Textbook and material purchasing expenses: KRW 800,000 for four semesters

### **C. Other Expenses KOICA will bear for participants**

- A normal economy class round-trip air ticket between Seoul and international airport designated by KOICA
- Medical Checkup
- Dormitory charge
- Medical insurance for participants to cover medical treatment during their stay in Korea (Costs related to pre-existing illness, pregnancy and dental treatment are not included and Insured persons are responsible for deductibles)
- Tuition fee of the program

Note: Each participant is advised to maintain some pocket money of their own for incidental expenses that might be incurred during his or her trip to Korea. Since banks are closed on the weekends, participants who arrive on the weekend should exchange money at the airport.

#### **D. Insurance**

- During the program participants will be covered by the overseas travelers' health 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. And Insured persons are responsible for deductibles
  
- Limits of Coverage (subject to change)
  - Death or Permanent Disability by Accident: KRW 100 million
  - Medical Expenses by Accident: KRW 10 million
  - Death by Disease: 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 January 2011)
  
- 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 pre-existing medical conditions, etc. are not covered by the insurance.

- Procedures, Services and Diseases Not Covered by the Insurance
  - Mental disease and behavior disorder
  - Congenital cerebropathy
  - Obesity
  - Urinary diseases: Hematuria and urinary incontinence
  - Diseases of the rectum and anus
  - Tiredness and fatigue
  - Freckles, hirsutism, atrichia, canities, mole, wart, pimple, and skin ailments such as hair loss due to aging
  - Medical expenses caused by treatments for enhancing appearance (e.g., double-eyelid surgery)
  - Costs that are not related to treatments and medical check-up costs that are not related to a doctor's diagnosis.
  - Diseases that participants already had before arrival in Korea.
  
- Deductibles (Insured persons are responsible for deductibles, as described below)
  - Maximum Coverage Limit per Day
    - Outpatient services: 250,000 won
    - Medicine: 50,000 won
  - Deductible per day (outpatient)
    - Clinic: 10,000 won
    - Hospital: 15,000 won
    - University hospital, level 3 hospital: 20,000 won
  - Deductible per day (medicine): 8,000 won
  - Dentistry and Oriental (Chinese) medicine: Uninsured items and prosthetic dentistry
  - Hospital treatment
    - The beneficiary is responsible for 10% of the costs.
  - Orthopedics
  - Equipment and consumables (e.g., wristbands and cast shoes)
  - Fees for issue of certificates

- In the case of uninsured items and material costs, a detailed statement must be submitted..
- Receipts from medical institutions or pharmacies must be submitted. Credit card receipts will not be accepted..

### **E. Invitation of Family to Korea and Temporal Leave**

- KOICA permits participants' invitation of their family to Korea temporarily during training periods only under the condition that they pay all the expenses concerned.
- KOICA and Korea University GSIS cannot provide any invitation letter or documentary evidence to get the entry visa of participant's family members.
- Participants are thoroughly responsible for all expenses such as airfare, accommodation, living cost, visa fee, insurance, etc., of their family, and also security of their family is basically the participant's responsibility.
- Participants can have temporal leave (to their home country or a trip abroad) with the permission of KOICA and Korea University GSIS during the vacation.
- KOICA and GSIS will not pay airfare for the trip. If the trip exceeds 15 days, KOICA will not pay the living allowance and meals for the absent days which exceed 15 days.
- KOICA and GSIS are opposed to and restrict temporal leave or invitation during semesters for the sake of a good studying atmosphere.

### **F. Withdrawals**

- In principle, a participant is not allowed to withdraw from the course at his or her own option once the course starts.
- A participant may withdraw with valid personal or home country's reasons (such as health or work issues) when acceptable to KOICA and GSIS. In this case,

he/she is not allowed to re-apply for KOICA's scholarship program for the next two years after the withdrawal.

- 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.
- Participants who withdraw must return to the school the living & meal allowance they already received for the remaining period from the date of departure from Korea.

### **G. 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 VII****CONTACTS****□ Korea International Cooperation Agency (KOICA)**

· **Program Manager: Ms. Sun-young CHOI**

· Phone: +82-31-740-0413

· Fax: +82-31-740-0684

· E-mail: [alladina@koica.go.kr](mailto:alladina@koica.go.kr)

· Home page: <http://www.koica.go.kr>

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

· Phone: +82-31-777-2646

· Fax: +82-31-777-2679

· E-mail: [kmk1025@koica.go.kr](mailto:kmk1025@koica.go.kr)

**□ Graduate School of International Studies, Korea University**

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

· Phone: +82-2-3290-2588(office)

· Fax: +82-2-929-0402

· E-mail: [jasmky@korea.ac.kr](mailto:jasmky@korea.ac.kr)

· Home page: <http://gsis.korea.ac.kr>

· **Academic Affairs Dept. Coordinator: Ms. Bohyun CHOI**

· Phone: +82-2-3290-1396(Administration office)

· Fax: +82-2-929-0402

· E-mail: [hikari23@korea.ac.kr](mailto:hikari23@korea.ac.kr)

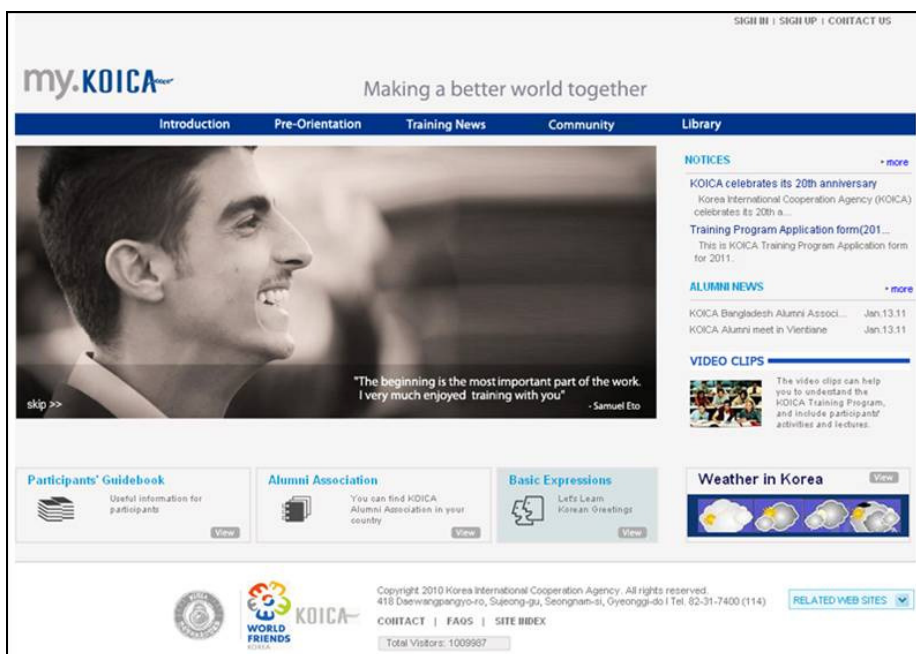
Appendix 1.

## HOW TO JOIN THE KOICA COMMUNITY

The KOICA Alumni Community (<http://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 participants. 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.



## 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](mailto:story@koica.go.kr)  
your contributions may be published in a KOICA publication ♥

**APPENDIX 2. STORY ABOUT KOREA & KOICA**

Name	
Country	
Course Title	
e-mail	

## Appendix 3.

**HOW TO GET TO THE ICC**

- Route: Incheon International Airport → Korea City Airport, Logis & Terminal (CALT) → International Cooperation Center (ICC)
- **Arrival at Incheon International Airport (<http://www.airport.kr>)**

**Flow:**

- ▶ Fill out Arrival Card (or Immigration Card), Customs Declaration Form, Quarantine Questionnaire (on board)
- ▶ Quarantine including animals and plants (on 2nd Floor)
- ▶ Present your Arrival Card, Passport and other necessary document to Passport Control
- ▶ Claim baggage on 1st Floor
- ▶ Customs Clearance
- ▶ Pass an Arrival Gate
- ▶ Go to the KOICA Counter, which is located between Exit 1~2

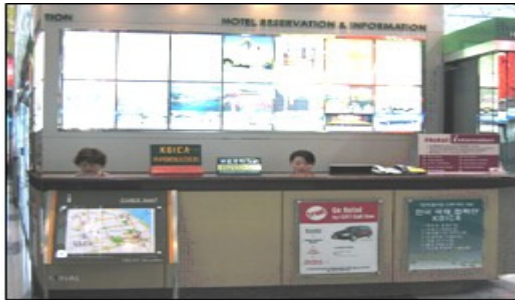
• **KOICA Counter at Incheon airport**



Location : Next to Exit 1 on the 1st  
floor (No.9- 10)  
Tel. : 82-32-743-5904  
Mobile : 82-(0)10-9925-5901  
Contact : **Ms. Jin-Young YOON**

- After passing through Customs Declaration, please go to the KOICA Counter (located between exit 1~2) at Incheon Airport. At the KOICA Counter, you can get detailed information about how to get to International Cooperation Center (ICC) and purchase limousine bus ticket for City Airport, Logis & Travel (CALT).
- All the KOICA staff at the Incheon Airport wears nametags or has signs for indication. If you cannot meet the KOICA staff at the counter, please purchase a limousine bus ticket from the bus ticket counter (located on the 1<sup>st</sup> Floor), and go to CALT Bus Stop No. 4A (or 10B). Please find the bus number 6103 and present your ticket to the bus driver. From Incheon Airport to CALT, the approximate time for travel will be between 70 to 90 minutes. When you arrive at CALT, you will find another KOICA staff who will help you reach the ICC. KOICA will reimburse the limousine bus fare when you arrive at ICC. Also, please be aware that there may be illegal taxis at the airport. Even if they approach you first, please do not take illegal taxis and check to see if they are KOICA staff.

• **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.4A on the 1<sup>st</sup> Floor. Buses run every 10~15 minutes between the hours of 5:30 and 22:00.
- Meet the KOICA staff at the lounge on the 1<sup>st</sup> Floor of CALT upon arrival.
- Take a car arranged by the KOICA staff to the ICC (Expected time: 20 minutes)