

2017 KOICA – Yonsei University Master’s Degree Program in Global Health Security

August 10, 2017 – January 9, 2019
Seongnam & Seoul, the Republic of Korea

Korea International Cooperation Agency (KOICA)

Graduate School of Public Health Yonsei University

****Participants are strongly advised to thoroughly read and follow the provided instructions in the Program Information.****

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PART I KOICA & SCHOLARSHIP PROGRAM

About KOICA

The Korea International Cooperation Agency (KOICA) 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.

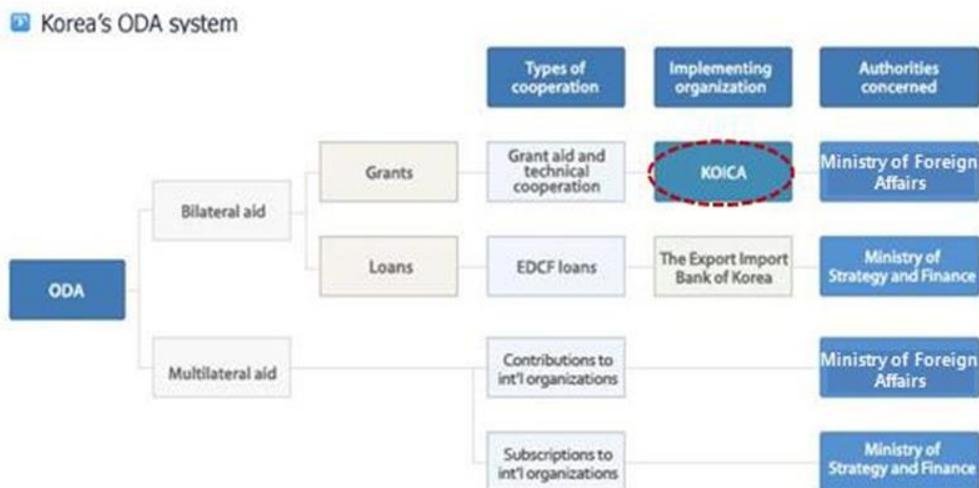
In particular, since Korea has the unique experience of developing from one of the poorest countries in the world to one of the most economically advanced, this know-how is an invaluable asset that helps KOICA to efficiently support the sustainable socioeconomic development of its partner countries.

Korea's ODA & Framework

Official Development Assistance (ODA) is composed of grants or concessional loans, which are provided to developing countries with the purpose of promoting economic development and welfare.

Korea's ODA is classified into three areas: 1) bilateral aid (grant aid & technical cooperation), 2) bilateral loans, and 3) financial subscriptions and contributions to international organizations (multilateral).

Bilateral aid is comprised of technical cooperation and various types of transfer (made in cash, goods or services) with no obligation for repayment, and is implemented by KOICA under the authority of the Ministry of Foreign Affairs in the Republic of Korea. Bilateral loans are provided on concessional terms under the name of the Economic Development Cooperation Fund (EDCF), 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 Resources Development (HRD) has been the most important factor in Korea's escape from vicious cycle of poverty and underdevelopment that had existed for many decades. With scarce 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 HRD.

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

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

The training and expertise-sharing programs help our partner countries build administrative and technical expertise in both the public and private sectors. In order to share experience at the grassroots level, under the name of World Friends Korea, KOICA dispatches Korea Overseas Volunteers to provide services in the fields such as education, regional development, computer science, health care and nursing. Approximately 7,806 volunteers have been dispatched to 57 countries thus far.

The training program provides opportunities to individuals from developing countries to gain first-hand knowledge of Korea's development experience. The purpose of the program is to enable the participants to apply what they learned for the development of their home country or local community. Since 1991, KOICA has offered 3,695 courses to 53,984 participants from 174 countries. There are a wide range of topics covered in the training program, including administration, economic development, science and technology, information and communication technology, agriculture and health. In order to meet the changing needs of partner countries, KOICA always strives to renovate and improve its 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 2014, the program has assisted a total of 2,210 students. In addition, as of 2015, 388 participants will participate in 19 master's degree programs at 16 Korean 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

1. Program Title: KOICA-Yonsei Master's Degree Program in Global Health Security

2. Duration

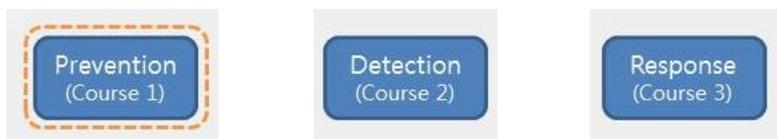
- **Stay duration: August 10, 2017 ~ January 9, 2019
(17 months study in Korea)**

During 18 months in Yonsei University, students are strongly recommended to complete all required academics and graduation requirements.

- **Academic duration: August 10, 2017 ~ February, 2019 (18 months)**

In accordance to the university regulations, the diploma will be issued in February 2019.

3. Degree: Master of Public Health, Global Health Security Prevention Program



The entire program is divided into three parts: Global Health Security Prevention Program, Global Health Security Detection Program, and Global Health Security Response Program. This year's program is the first program that focuses on infectious disease prevention and the trainees will learn relevant skills and knowledge to effectively prevent and manage infectious diseases.

4. Objectives

- 1) To train public health professionals in the field of infectious diseases control to manage infectious diseases effectively and implant relevant health policies for the development of developing countries
- 2) To build partnership with developing countries for future overseas expansions of Korean public health institutions

- 3) To share Korea's experience in infectious diseases and public health and disseminate Korean culture to developing countries

5. Training Institute: Yonsei University Graduate School of Public Health
(<http://gsph.yonsei.ac.kr/en/>)

6. Number of Participants: 20 Government Officials

- Government officials from health sectors such as Ministry of Health

7. Language: English fluency that requires no translation

8. Study Areas: Public Health, Infectious Diseases Control, Leadership, Management of Infectious Diseases, Research Skills

9. Accommodations: KOICA International Cooperation Center (ICC), Yonsei University College of Medicine Dormitory

The dorm rooms are designed for single occupancy only.

Each person is provided with a desk, a bed, a wardrobe, a refrigerator, an induction and a washing machine.

PART III

HOW TO APPLY

1. APPLICATION ELIGIBILITY

KOICA-Yonsei University Training Program applicants must satisfy all of the following requirements:

(1) Bachelor's degree by August 31, 2017

Education background in Public Health, Medical, Nursing, Science and other health-related majors are preferred.

(2) Not a Citizen of Korea

(3) Government Officials

More than 5 years in Ministry of Health and other health related government institution experiences are preferred. Since this year's program mainly focuses on Global Health Security, applicants currently in the field of infectious disease control or interested in the field are preferred.

(4) English Proficiency

Applicants must meet one of the English proficiency test minimum score requirements: TOEFL IBT 71, ICT 5.5, CBT 197 or higher.

English proficiency tests should have been taken within two years from the deadline of the online application.

English proficiency test report submission can be waived only for those who apply from a country where English proficiency test is not available. **In this case, applicants are required to submit an official letter from the minister or governor of one's affiliation guaranteeing one's English proficiency equivalent to the required scores listed.**

(5) Others

Be a citizen of the country which has a cooperative relationship with KOICA.

Be a government / municipality official or a researcher / instructor in state

institute working in his or her home country with a Bachelor's Degree or higher
(Private sector employees are not eligible).

Have a good command of both spoken and written English to take classes conducted entirely in English and to be able to write academic reports and theses in English.

Be preferably under 40 years of age in good health, both physically and mentally, to complete the program.

* Having Tuberculosis or any kind of contagious disease is regarded as a disqualifying condition for participating in this program.

* Pregnancy is regarded as a disqualifying condition for participating in this program.

Not be a person who has withdrawn from KOICA's training program.

* Person belonging to the institution in which candidates submitted false documents and returned to his or her country arbitrarily in the middle of the program cannot apply.

Have not participated in KOICA's scholarship program or any of the Korean government's Scholarship Program previously (Master's degree program).

2. ADMISSION PROCESS

Process	Dates
Step 1. Application Package Submission	April 12
Step 2. On-site Interview (KOICA)	April 13 ~ April 18
Step 3. 1 st Round Selection Process Document Screening (University)	April 20 ~ April 26
Step 4. 2 nd Round Selection Process Interview (University)	May 15 ~ May 23
Step 5. Medical Check-up (Local)	May 29 ~ June 16
Step 6. Admission Notification	July 3

※ The timeline in this table is based on the local time in South Korea and subject to change.

► Post Admission

Arrival in Korea	Thursday, August 10
KOICA Orientation	Friday, August 11
Yonsei University Orientation	Monday, August 14
First Day of Class	Friday, September 1

(1) Application Package Submission

- Prepare all required documents for your admission package and fill out the 'Document Checklist'. Check whether all information is correct.
- Submit the application package (including both Yonsei University and KOICA application forms and other required documents) to the regional KOICA office or Korean Embassy (if KOICA office is unavailable) by the submission date (April 12)
- Scanned copies are acceptable but original copies should be sent to Yonsei University before the interviews.

* Applicants who submit the scanned copies should send the original copies to Yonsei University personally. KOICA and the university do not pay postage costs for late submission of original copies.

(2) On-site Interview (KOICA)

- 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 or she can be interviewed by phone after consulting with the KOICA regional office / Embassy.

(3) 1st Round: Document Screening (University)

- Applicants nominated by the regional KOICA office or Korean Embassy (if KOICA office is unavailable) as a result of on-site interview and have submitted their application packages are considered for document screening.
- Document screening will be processed by Yonsei University Application package as well as the on-site interview result will be thoroughly reviewed by Admission Committee of Yonsei University Graduate School of Public Health.
- Every component included in the application package such as the reputation of undergraduate school, undergraduate GPA, English proficiency, current affiliation, working experience will be evenly evaluated.
- The result for the 1st round selection will be announced to the applicants and KOICA respectively.

(4) 2nd Round: Interview (University)

- An opportunity for a phone / video interview will be given only to those who pass through the 1st selection document screening successfully.
- Details of the interview including the interviewee list will be sent to the regional KOICA offices and interview arrangements will be made respectively.
- Phone or video interview schedule will be notified individually by the regional KOICA offices or Korean Embassy with 2~3 day notice in advance.

(5) Medical Check-up (Local)

- **(Summary)** The medical check-up results will identify the applicants' health conditions, and doctors belong to the coordinating agency will verify factors that hamper the completion of the scholarship program.

- **(Coordinating Agency Contact Info)**
 - Inje University PAIK Hospital
 - Person in charge: Ms. Leah OH
 - E-mail: inje_paik@daum.net
 - Tel: +82-2-2273-0980

- **(Date of medical examination)**
 - The date of the medical check-up will be notified individually from the coordinating agency after passing the 2nd round successfully.
 - The hospital reservation and related information will be notified to the applicants individually by e-mail from the coordinating agency. However, applicants who do not receive any notice until **June 5th, 2017**, should contact the coordinating agency via e-mail or telephone above.
 - ※ Since the coordinating agency will provide guidance on medical check-up for those who passed the 2nd round by e-mail, you need to fill out the correct e-mail address on the application form and check your e-mail in time.

- **(Recipient)** Applicants who successfully pass the 2nd round (limited to about 130% of capacity)
 - Applicants who successfully pass the 2nd round must receive an additional medical check-up. If you fail to take the examination within the given time, you will be disqualified.
 - Even though you are on the waiting list, you must receive the medical check-up.

- **(Medical institution)** The medical check-up will be carried out in the medical institution "designated by KOICA" located in the applicant's capital city.
 - ※ Examinations received individually are invalid and non-refundable.

- **(Expenses)** The coordinating agency designated by KOICA will cover all costs to the local medical institution directly, so the applicants should not make separate payments to the medical institution.
 - Please remember that transportation and accommodation fees will NOT be reimbursed.
 - KOICA will not pay for the treatment necessary after the examination.
- **(Result notice)** The local medical institution does not inform the participant of the results of the examination, but if the participants request to the coordinating Agency, they will send it to you directly.
 - You may be asked to receive re-examination by the coordinating agency to certain your medical condition.
- ※ In case of re-examination, it must be done during the re-examination period. (The coordinating agency will inform individually for those who need re-examination.)
 - The results will be provided to KOICA Headquarters, KOICA overseas office as well as embassies, training institution, training support organization, and coordinating agency to progress application process.

Please read carefully before you apply

Changes in other natural and living environments may affect your health as leaving your home country. Among the trainees who have ever entered the country; their physical condition has fallen sharply, resulting in cases where they are hospitalized or had to return home earlier without being able to complete the program. In order to prevent such situation, we apply and judge the standard that does not interfere with the long-term study through the health screening when selecting trainees; we comprehensively judge the applicant's health eligibility based on the result of the medical examination.

Therefore, if you suffered from an illness in the past, or still have it (previous illness); you must state it in the Medical Questionnaire because there are some diseases that are exacerbated by the environment even if it is currently cured. If you do not report the exact details, you may not be able to claim your insurance or receive medical assistance. Besides, you might be sent back to your home country or end up returning your living expenses, travel expenses, etc. to us.

Korea may have higher medical costs than your home country. According to Korea's insurance system, at least 20% of medical expenses are mandatory deductibles by law; which often is covered by the participants themselves. Therefore, we would like to recommend for those who are under medical treatment due to illness, those who need regular medical examinations, and those who are receiving outpatient treatment for tooth problems such as cavities to consult with their doctors and apply to the Master's Degree Program after they are completely cured.

(6) Admission Notification

- Admission results will be notified to the regional KOICA offices or Korean Embassy. Registration instructions, course registration and other necessary steps will be guided to individuals.

3. REQUIRED DOCUMENTS

0. Document Checklist	Check all the documents you included in your admission package. (Form 0)	Original copy
1. Application Forms	Complete Yonsei application and print out. Should be clearly typed. (Form 1)	Original Copy
2. Recommendation Letters (THREE letters)	<ol style="list-style-type: none"> 1) Three recommendation letters from your supervisors from your workplace are required. (Form 2) 2) The letter must be written on a company letterhead showing the company's full address, telephone and email address. The letter must be stamped with the company's official seal. 3) Letters should be signed and sealed across the back of its envelope by a recommender. 4) We do not accept recommendation letters via email. 5) In case of unavoidable circumstances, applicants are required to submit two recommendation letters. 	Original Copy
3. Study Plan	Applicants should submit their study plan throughout the course. (Form 3)	Original Copy
4. Release of Information Form	Applicants should sign and submit the release of information form. (Form 4)	Original Copy
5. Degree / Diploma	<ol style="list-style-type: none"> 1) An original copy of bachelor's degree certificate from every institution attended or attending are required. 2) If a degree certificate or degree is unavailable, submit an official letter from the university indicating the date of graduation and the degree conferred. 	<p>Certified original copy</p> <p>(Apostille or Consulate Authentication required)</p>
6. Transcripts	<ol style="list-style-type: none"> 1) An original copy of transcript must include a year-by-year record of courses from every institution applicants have attended or are attending. 2) The transcripts should include a statement of personal rank in department, if available. 3) If the CGPA / maximum score does not appear on the transcript, please submit a proof letter certified by the university, if available. 	<p>Certified original copy</p> <p>(Apostille or Consulate Authentication required)</p>

<p>7. English Proficiency Test Reports (EPT)</p> <p>OR</p> <p>Official Letter from the Ministry</p>	<p>1) Applicants must meet one of the English proficiency test minimum score requirements: TOEFL PBT 530, IBT 71, TOEIC 750, TEPS 600, IELTS 5.5 or higher.</p> <p>2) English proficiency tests should have been taken within two years from the deadline of the application</p> <p>3) Institutional Testing Program (ITP) is not valid.</p> <p>4) EPT report submission can be waived only for those who apply from a country where EPT is not available. <u>In this case, applicants are required to submit an official letter (free style) from the minister or governor of one's affiliation which states that one's English proficiency is equivalent to the required scores listed in 1.</u></p>	<p>Original Copy</p>
<p>8. Curriculum Vitae</p>	<p>Free style personal résumé</p>	<p>Copy</p>
<p>9. Copy of passport (Applicant's)</p>	<p>A copy of passport (Include a copy of the page showing the passport number, date of issue and expiration, photo, and name.)</p>	<p>Copy</p>
<p>10. Employment Certificate</p>	<p>An official document proving your work experiences which should include the duration of employment, position, and job description should appear on the certificate or letter.</p>	<p>Original Copy</p>
<p>Optional 1. List of Honors and Awards</p>	<p>1) If there are any honors, awards, fellowships, or any academic certificates and test reports during university please list them in order of importance in the list form. E.g. General Record Examination (GRE), Graduate Management Admissions Test (GMAT), Test of Proficiency in Korean (TOPIK), Korean Language Proficiency Test (KLPT), etc. (Form 7)</p> <p>2) The list will be valid only when testimonials or evidences are submitted</p>	<p>Original Copy</p>
<p>Optional 2. School Profile / Credit Rating System</p>	<p>School profile and description of the grading system would help us understand better for evaluation.</p>	<p>Original</p>

*** Important Notes for All Applicants:**

1. 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.
2. Original documents should be submitted. Should they be unavailable, however, copies must be authorized by the originating institution before they are submitted.
3. If any of the submitted materials contain false information, admission will be rescinded.
4. The original copies of Degree certificate and transcripts should be **Apostille/Consulate Authentication**.
5. Applicants whose forms and supporting documents are incomplete or unsatisfactory will be disqualified from the admission process.
6. Applicants should take full responsibility for any disadvantage due to the mistakes or omission on the application.
7. The admission decision is based on all the information provided in completed application and interviews. This includes the applicant's past academic performance (undergraduate, if any), personal statement, recommendations, work experience and community involvement.

PART IV	PROGRAM CONTENTS
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1. ACADEMIC SCHEDULE

KOICA-Yonsei University Scholarship Program is run by 3 full semesters and 2 half semesters. Each full semester in spring and fall consists of 16 weeks and half semester in summer and winter consists of 2-3 weeks.

Year	Semester	Schedule
2017	Arrival in Korea	Aug. 10
	Univ. Orientation & Check-in	Aug. 14
	Fall Semester (Full)	Sept. 01 ~ Dec. 21
	Winter Semester (Half)	Dec. 22 ~ Jan. 12 (2018)
2018	Spring Semester (Full)	March. 02 ~ June. 20
	Summer Semester (Half)	June. 22 ~ July. 13
	Fall Semester (Full)	Sept. 01 ~ Dec. 20

* The above schedule is subject to change.

Pre-Enrollment Session Schedule

Date	Time	Content
Aug. 14	10:00~12:00	Check-in
	13:30~14:30	Welcoming Remarks & Orientation
	14:30~18:00	Registration Process (IT, visa, bank account etc.)
Aug. 15~ Aug. 30	09:00~13:00	Korean Language Class & Cultural Experience
	13:00~14:30	Lunch and Break
	14:30~17:00	Introduction and site-visit to the research institution for choosing Master Degree theme and research subject

Proposed Daily Schedule (Monday~Friday)

Period	Time	Content
Spring and Fall Semesters	09:00~12:00	Conducting Research in the Institution
	12:00~13:00	Lunch time
	13:00~16:00	Conducting Research in the Institution
	17:00~20:00	Graduate School Lectures

2. ORIENTATION

When you arrive, first there will be an orientation for 2-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 two parts: KOICA's welcoming session and a Seoul City Tour. The order of each part is subject to change.

Session	Date	Contents
Arrival	August 10, 2017	Arrival in Korea
KOICA Orientation	August 11, 2017	KOICA's welcoming session
Extra-curricular Activities	August 12~13, 2017	Seoul City Tour

* Before the dormitory check-in, you will stay at KOICA International Cooperation Center (ICC).

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, as well as general information regarding daily life in Korea, will also be delivered in this session.

3. CURRICULUM

a. Credit Requirement

Students should complete 32 credits in total, satisfying the following requirements for graduation and students can take a maximum of 12 credits per 1 full semester.

General Requirement	Major Requirement	Major Elective	Research	Total
9	15	12	6	54

b. Course Offering

Semester	Course Type	Credits	Course
Fall 2017 Total 11 Credits	Mandatory	2	Antimicrobial Resistance
	Mandatory	1	Introduction to Infectious Diseases
	Mandatory	1	Introduction to GHSA
	Mandatory	1	Public Health 101
	Mandatory	1	Research Roadmap
	Mandatory	1	GHSA JEE
	Elective	2	Major Elective ①
	Elective	2	Major Elective ②
Winter 2017 Total 4 Credits	Mandatory	2	Internship I
	Mandatory	2	Training of Trainers for Community Based Projects I
Spring 2018 Total 12 Credits	Mandatory	2	Zoonosis
	Mandatory	1	Epidemic Influenza
	Mandatory	1	GHSA Prevention
	Mandatory	1	GHSA Detection
	Mandatory	1	Research Issues of Infectious Diseases
	Mandatory	1	Thesis I
	Mandatory	1	GHSA Journal
	Elective	2	Major Elective ③
Elective	2	Major Elective ④	
Summer 2018 Total 4 Credits	Mandatory	2	Internship II
	Mandatory	2	Training of Trainers for Community Based Projects II
Fall 2018 Total 11 Credits	Mandatory	2	Vaccine
	Mandatory	1	Diagnosis and Treatment of Tuberculosis
	Mandatory	1	GHSA Response

	Mandatory	1	Knowledge-based Public Health Project Planning
	Mandatory	1	Thesis II
	Mandatory	1	GHSA Issues
	Elective	2	Major Elective ⑤
	Elective	2	Major Elective ⑥

c. Research Project Completion

KOICA-Yonsei University Scholarship Program students are required to conduct a research project as their research requirement in their last fall semester (2018) at Yonsei University and complete it under the guidance of the academic advisors assigned.

Thesis Schedule	
Sept. 2018	Submit a proposal
Sept. 2018 ~ Oct. 2018	Conduct research and collect data by using Yonsei University Library and journal website
Oct. 2018	Discuss and confirm thesis topic under the guidance of academic advisor; Related research, database, references need to be prepared in order to finalize to topic.
Nov. 2018	Should be in the final stage of the project under the guidance of the academic advisor and research advisor.
Dec. 2018	Project presentation and submit final paper

d. Collaboration with Research Institutions

KOICA-Yonsei University Scholarship Program students are required to conduct a research project as their graduation requirement. In order to do so, students will be dispatched to research institutions during the program. During Pre-enrollment session, students will be provided with information about the research institutions and visit the institutions for more guidelines. After then, students and researchers in the institutions will be matched one by one. The matched students and researchers will conduct research together during the program and the researchers will be

responsible to take care of students' academic achievements. The research institutions are as follow:

1) Yonsei University College of Medicine Severance Biomedical Science Institute

Yonsei University College of Medicine Severance Biomedical Science Institute was built in 2010 to strengthen research capability and leap to the international biomedical science institute.

Research areas

- Redox Biology and Cell Signal Transduction
- Tumor Biology, Genomics and Bioinformatics
- Infectious & Immune Biology
- Diabetes, Metabolic biology and Autophagy
- Stem Cell and Cardiovascular Biology



2) Yonsei University College of Medicine Research Institute of Bacterial Resistance

Yonsei University College of Medicine Research Institute of Bacterial Resistance was established in 1998 to monitor the trends of antimicrobial resistance continuously and detect novel resistance from bacteria in Korea to support empirical selection of the most appropriate antimicrobial agents for the treatment of patients, determine the causes of the increasing prevalence of resistant bacteria to be able to improve guidelines for the prevention of emerging resistant bacterial infections. Also, the research institute aims to identify emergence of new resistant bacteria and establish laboratory methods for the detection, and determine in vitro and in vivo activities of existing antimicrobial agents, and provide necessary information for development of new antimicrobial agents.

Research areas

- Monitor the trends of resistant bacteria and determine the causes of emerging resistant bacteria
- Identify new resistance mechanisms and provide necessary information for the development of novel antimicrobial agents
- Evaluate new antimicrobial agents developed in Korea and as well as in foreign countries
- Investigate epidemiology of multidrug-resistant bacteria and perform molecular epidemiologic

3) Yonsei University College of Medicine Institute of Tropical Medicine

Yonsei University College of Medicine Institute of Tropical Medicine was established in 1968. Having more than 40 researchers in the institute, the research institute carries out various research regarding tropical medicine.

Research areas

- Studying parasitic diseases caused by protozoa, trematodes or nematodes with special reference to developing technologies in the diagnosis, treatment and control of these diseases

- Conducting research on systematics, ecology and the control of disease transmitting vectors, especially arthropods and snails
- Exchanging research results internationally
- Collaborating with other institutions in research and the training of research personnel concerning parasitic diseases and vectors of medical importance
- Developing efficient control measures against bacterial or viral infections

4) International Vaccine Institute (IVI)

International Vaccine Institute (IVI) is the only international organization in the world exclusively dedicated to discovering, developing and delivering vaccines for global health. Research in IVI covers the entire vaccine spectrum from discovery and preclinical development in our Seoul-based labs to clinical development at field sites in developing countries to generating scientific evidence on the need for vaccination in countries where vaccines are most needed.

IVI headquarters in Seoul have state-of-the-art lab facilities, animal house, and research teams that include clinical immunology, process development, epidemiology, clinical & regulatory, biostatistics & data management, and policy & economic research.



Outside of Seoul, IVI has a global network of field sites in more than 20 countries in Asia, Africa, and the Americas. IVI manages field sites in collaboration with regional and in-country partners. IVI also works with local partners to implement translational and field research projects, providing training and technical assistance.

5) International Tuberculosis Research Center

The International Tuberculosis Research Center promotes the development of new medicines for the prevention and cure of MDR-TB XDR-TB. The center also promotes clinical research, education and training of domestic and foreign TB experts, molecular microbiology research, immune pathology research, etc., at this point of time.

Research projects

- Extensively drug-resistant tuberculosis in South Korea: risk factors and treatment outcomes among patients at a tertiary referral hospital
- A double-blind, placebo-controlled Phase IIa study of the effect of metronidazole in MDR-TB patients
- The role of Neutrophils in the airways of patients with active pulmonary tuberculosis
- Evaluation of the risk of exposure to *Mycobacterium tuberculosis* in BCG-vaccinated individuals by an antigen-specific interferon-assay
- Tuberculosis Granulomas are Hypoxic in Guinea pigs, Rabbits, and Non-Human Primates
- Cross-resistance between aminoglycosides and capreomycin in a highly-treated MDR-TB population
- Reverse Hybridization Assays for Rapid Detection of Multi-drug Resistant *M. tuberculosis* Clinical Isolates

6) Severance Hospital Infection Control Center

Severance Hospital Infection Control Center is a unit in Severance Hospital. The Center aims to protect medical team and patients by effectively control hospital infection.

7) Center for Disaster Relief Training and Research

Center for Disaster Relief Training and Research aims to protect the dignity of human beings who are damaged by disasters through humanitarian medical support and contributing to fostering professional disaster medical practitioners through scientific research and education.

Major activities

- Lectures on various disasters to understand natural and manmade disasters
- Simulation training to conduct simulation practice for giving first aid for each type of disaster and caring for patients
- Conduct hospital disaster drills for mass casualty incidents
- Establishing cooperative systems and information collection systems with international agencies and government institutions
- Organizing medical support teams with personnel in each sector such as nursing staff and medical administrators that can be dispatched immediately
- Forming a dispatch team for each period in the case of disaster and dealing with it systematically

4. EXTRACURRICULAR ACTIVITIES (TENTATIVE)

a. Site-visits during Summer and Winter Semesters

Yonsei University offers a chance to experience and learn about the history of outstanding public health growth of Korea by research institution visits during summer and winter semesters. The site-visits during the summer and winter semesters will be conducted as 2-week intensive course. It includes not only learning what each institution does in regard to manage infectious diseases but simulation to learn practical skills. The site-visit places include the following:

1) National Medical Center

National Medical Center, founded as the biggest hospital in Asia with the aid of Scandinavian countries on this battered, war-torn country after Korean War, became a special corporation on April 2nd in 2010 to perform responsibilities for the public as a national healthcare authority.

2) Korea Disaster Relief Team, Infectious Disease Center

Infectious Disease Center is run by Korea National Research Institute of Health (KNIH). First established in 1945, the KNIH has contributed to both public health and biomedical research in Korea during the past 70 years. With the experience with new infectious diseases such as MERS, KNIH are well prepared for the threats from any emerging infectious diseases. KNIH not only operates Infectious Disease Center but Korea Disaster Relief Team for disaster response.

3) Severance Hospital Infectious Disease Unit

Severance Hospital Infectious Disease Unit is the unit in Severance Hospital that controls infectious disease within the hospital.

4) Seoul Medical Center

Seoul Medical Center has a history of over 30 years. Seoul Medical Center aims to become a public medical institution that meets the social and cultural needs of the 21st century urban lifestyle in Seoul. As the leader of public health and welfare sector, the center strives to take the public bio-medicine and health care

to the next level, the area in which the private sector is struggling, thereby providing more advanced medical services and contributing to the better life of the citizens.

5) International Vaccine Institute (IVI)

International Vaccine Institute (IVI) is the only international organization in the world exclusively dedicated to discovering, developing and delivering vaccines for global health. Research in IVI covers the entire vaccine spectrum from discovery and preclinical development in our Seoul-based labs to clinical development at field sites in developing countries to generating scientific evidence on the need for vaccination in countries where vaccines are most needed.

6) Korea Support Center for Foreigners

At this point of time where foreigners visit Korea for various reasons more than before, the importance of foreigners' dignity and welfare has been an important issue to Korean society. Korea Support Center for Foreigners aims to support foreigners in the areas of labor, health, diseases, etc. to satisfy their living and guarantee basic dignity.

b. Cultural Events

Yonsei University Graduate School of Public Health offers various kinds of cultural events as below;

1) Student Festival

Student Festival is held every spring and fall semester which offers fun and exciting experience of Korean festival culture.

2) Graduate School of Public Health Workshop

Graduate School of Public Health Workshop is held every spring and fall semester to help students bond together outside of school.

PART V**IMPLEMENTING AGENCY****1. GENERAL INFORMATION**

Yonsei University Graduate School of Public Health has taken long strides as an institute for public health education since its foundation in 1977. The number of students was 20 at the time of foundation. Now it has 350 students out of whom 300 students are enrolled for M.P.H. degree and 50 in the Health and Environmental Executive Program. Yonsei University Graduate School of Public Health has 10 different majors that cover basic courses of public health.

Majors

- Health Administration
- Health Policy and Management
- Health Promotion and Education
- Pharmaceutical Medicine and Management
- Community Health Nursing
- Environmental Health
- Occupational Health
- Health Information
- International Health
- Public Health Law and Ethics

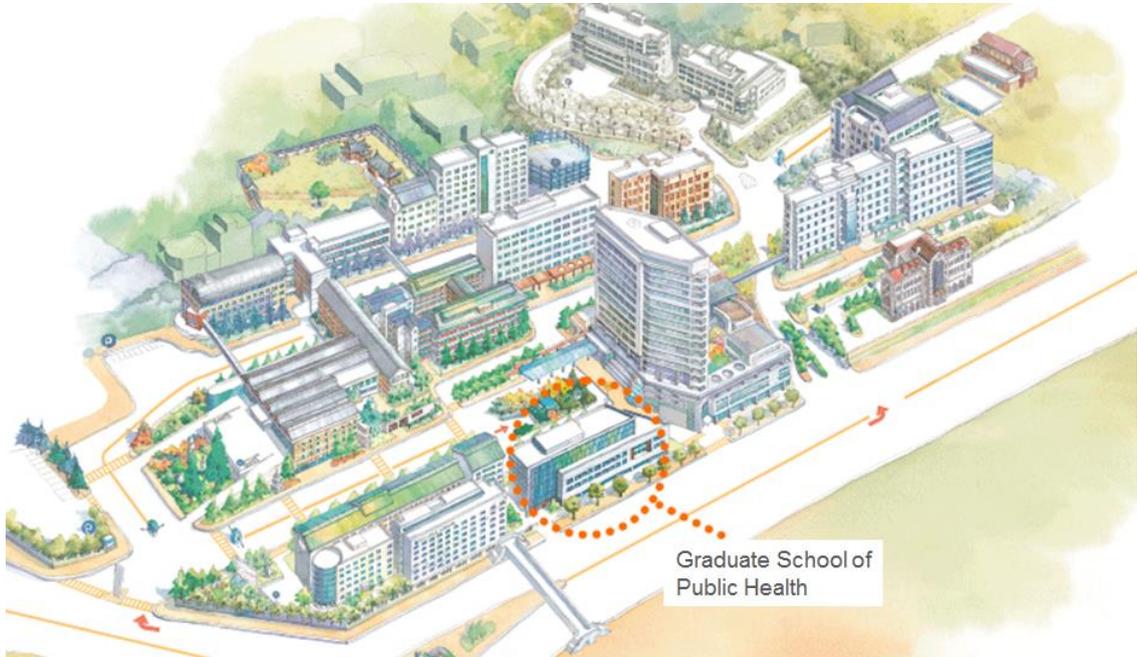
Growth to Globalization

Along with academic achievements over the past 40 years, Yonsei University Graduate School of Public Health continues to keep pace with global public health trends. Yonsei University Graduate School of Public Health has been operating International Cyber University for Health (ICUH). ICUH serves as the educational focal point for the provision of public health education in the Asia-Pacific region in collaboration with Asia-Pacific Academic Consortium for Public Health (APACPH). ICUH was established on May 3, 2004. By the end of 2012 Spring semester, a total

of 48 courses have been offered to 1,140 students by 32 faculties from the member universities using the e-learning system at Yonsei University.

Also, Yonsei University Graduate School of Public Health has successfully held the 43rd APACPH Conference in 2011 as a member university of APACPH. Together with the domestic and overseas activities, Yonsei University Graduate School of Public Health strives to serve best public health courses.

◆ **Campus Map of Yonsei University Graduate School of Public Health (Seoul Campus)**



◆ **School Administrations**

Dean
Academic Director
Course Director
Course Administration Staff

Prof. Jaehoon Roh
Prof. So Yoon Kim
Prof. Won Seok Sir
Ms. Si Woo Kim

◆ **Contact**

Ms. Si Woo Kim

swkim1219@yuhs.ac ☎ +82-2-2228-1529

2. ACCOMMODATION

Yonsei University strives to help the students enjoy the best of their residential life in Korea by ensuring security and living convenience. Chejung Haksa is located a few feet from the main building of Graduate School of Public Health and is divided into two buildings – Ebison House and Student Dormitory. Students will board at Ebison House in Chejung Haksa.



We boast a top-of-the-line facilities and services with the 24-hour operating front desk and security system. Each student will have single room including living facilities. Ebison House has fitness center, convenience store, restaurant etc that will help you enjoy your stay throughout the program.

FACILITIES

➤Dormitory Lounge and Study Room

The dormitory lounge and study room are located at every floor of student dormitory of Chejung Haksa.

➤Fitness Center

The fitness center is located on the first floor of the building. Running machines and some weight equipment are located in the fitness center.

➤Convenience Store

The convenience store is located on the first floor of the building. Basic living items will be placed in the store.

➤ **Housekeeping**

Residents are responsible for keeping their rooms clean and expected to pick up after themselves when using public areas. The housekeeping staff is responsible for cleaning public areas.

➤ **Bed Linen**

Students are responsible for preparing bed linens.

➤ **Air Conditioning**

Residents have personal access to air conditioner in the room.

➤ **Laundry Facilities**

Washing machine is available in the room at free of charge. However, you need to buy your own detergent, fabric softener and any other personal items.

➤ **Electronic Devices**

It is strictly prohibited to have electronic appliances such as microwaves and hot pots in the dormitory rooms. The voltage used in Korea is 220-V.

Room View



Room Facilities



3. OTHER INFORMATION

a. School Facilities

There is a main building for Graduate School of Public Health that facilitates students' academic works, which is Administrative Building. Other student activities and socializing will be served at Student Union Building and Global Lounge. The Student Union Building and Global Lounge is located back and forth and have cafeteria, convenience stores, barber shop, bookstore, etc.

Administrative Building

Overview of Administrative Building	
6 F	President and CEO (YUHS), Division of Planning and Coordination (Offices of Planning, Development and Strategy, Management and Improvement and Innovation), Division of Internal Audition (Office of Internal Auditing), Division of External Affairs and Development (Offices of Public Relations, Communications), Press Room, Division of Medical Information and Technology (Department of Medical IT), Division of International Affairs (Severance Academy, Office of Medical Mission)
5 F	Division of Administration (Offices of General Affairs, Human Resources, Labor Relations and Employee Benefits, Purchasing & Property Management, Financial Management, Facilities Planning and Construction, Facilities Maintenance), Division of International Affairs (Office of International Affairs), Division of External Affairs and Development (Office of Fundraising Affairs), Conference Room, Mail Room, Night Duty Room
4 F	Lobby (Main Entrance), Department of Preventive Medicine (Faculty and Instructor Offices 411~426, Office of General Affairs, Lecture Room 402, Seminar Room, Conference Room, Institute for Environmental Research, Institute for Occupational Health), Department of Medical Law and Bioethics (Faculty and Instructor Offices 407~409, Office of General Affairs, Asian Institute for Bioethics and Health Law)
3 F	Graduate School of Public Health (Dean's Office, Office of General Affairs, Faculty Offices 324~330, Library, Lecture Room 315,316,319,331,336, Executive Program Lecture Room, Student Council Room, Institute for Health Promotion), Institute of Health Services Research, Lecture Room 337
2 F	Graduate School of Public Health (Lecture Room 209~211, Computer Lab), Division of Medical Science Research Affairs, Division of Nursing, Credit Union, Restaurant, Cafeteria
1F	Entrance (Main Building, Seongsanno Street), Passageway to College of Medicine

➤Restaurant (2nd floor, Administrative Building)

The restaurant is located on the 2nd floor of the building and open to everyone. The restaurant provides different menu everyday including vegetarian and less sugar meal. Beside the restaurant, there is a cafeteria that sells coffee, drinks and snacks.

➤Woori Bank ATM (2nd floor, Administrative Building)

Students are recommended to open a bank account at a nearby bank or campus bank upon arrival. Woori Bank ATM is located in the Administrative building and the bank is in the Severance Hospital, which is at the back of the Administrative building.

➤Library (3rd floor, Administrative Building)

The library is open to all students of the Graduate School of Public Health and is located on the 3rd floor of the building. It provides not only wide range of books and study tables but computers for internet searching.

➤Lecture Room (2nd and 3rd floor, Administrative Building)

The lecture rooms are located on the 2nd and 3rd floor of the building. A computer, microphone, projector and air conditioner are placed in each room.

Student Union Building

Student Union Building is built in ferroconcrete ramenjo structure with freecast concrete outer walls, a modernized edifice of Christian Gothic Style. The Student Union Building hosts some of the most central facilities on campus including the Office of Student Affairs and Service, Student Association, Muak Theaters, Vocal practice rooms, student cafeteria, post office, bookstore, stationery store and more.

➤Student Cafeteria (1st floor, Student Union Building)

Student cafeteria serves Korean traditional and international dishes 3 times a day (breakfast, lunch, dinner) as well as Korean snacks (Kimbab, Ramen, etc).

➤Convenience Store (1st floor, Student Union Building)

Snacks, stationery supplies and personal care goods are available with a cozy lounge for a study break and relaxation.

➤ **Health Center (2nd floor, Student Union Building)**

The Health Center is on the 2nd floor of the building. It provides medication for minor illness and injuries. There is nominal fee for purchase of medication.

➤ **Bookstore (B1 floor, Student Union Building)**

Students are able to purchase textbooks that are needed in class at the bookstore, located on the B1 floor of Student Union Building. It is a good idea to ask your professors which books are absolutely essential for class.

➤ **Woori Bank (B1 floor, Student Union Building)**

A branch of Woori Bank is located inside Student Union Building.

Other Student Activities

➤ **Global Lounge**

Build in 2002, Global Lounge in front of the Student Union Building is a special place having students interested in international broadcasting and news from all over the places. Some of the students organize online meeting. Language exchange program and buddy program are also active among students.

➤ **Central Library**

Central Library represents Yonsei's mission and responsibility towards education and is the source of academic development and cultural creativity. The library has 5 floors above ground with a roof floor and one basement floor. It is the biggest civil stone architecture in Korea. The computer system, cooling and heating system and other equipment are provided inside the library. In 2010, the library went through 6 months of renovations in air conditioning, heating and ventilation systems, creating a fresher environment, expanding pathways, and upgrading IT environments and providing more community facilities.

b. General Student Service**➤ Mentor Program**

Mentor Program is offered to assist international students to adjust into their new environment at Yonsei University Graduate School of Public Health and Korea. Students will be dispatched to research institutions during their stay and each student will be matched to a mentor of the designated institution. Mentors will be responsible for helping the students to cope with cultural and academic issues.

➤ ID Card

All degree program students will get an ID card for entering school gates, library, etc. This can be used as Woori bank check card as well. Students have to fill in an application form for an ID card with the help of the program staff and it takes 7~10 days to issue it.

➤ Computer & Internet access

Due to security issue, internet access is not provided by the university. Students are advised to use computers in the library for research and information searching. Students are required to log onto the computer using the given ID and password.

c. How to Get to Yonsei University Graduate School of Public Health

Yonsei University is located in Sinchon, about 6km off west of central Seoul and neighboring with 3 universities. Below is the map to the school and information on the nearest subway station.



Close Subway Station

➤Line 2 Sinchon (15 mins walk)

- At the exit #3, walk along the road between Mc Donalds and A Twosome Place until the road ends (around 5 minutes).
- You can find the gate Yonsei University Main Entrance and Severance Hospital right next to the main entrance.
- Follow the Severance Hospital route and you can find the College of Medicine Building which is connected to the Administrative Building of Graduate School of Public Health.

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, they should pay the additional airfare. The participant is responsible for the issuance of an appropriate visa (which must be **the 'Study Abroad Visa [D-2]**) necessary for this Scholarship Program. Should the participant be unable to get the appropriate visa before the date of entrance, KOICA is unable to provide any assistance and, if it proves necessary, participants may have to return to their respective countries to get the visa issued at their own expense.

2. EXPENSES FOR STUDY AND LIVING

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

- 1) Tuition fee
- 2) Accommodation sharing a room basis (mainly the dormitory of a training institute)
- 3) Living & Meal allowance KRW 999,000 per month (this includes meal, books and study supplies if needed.)
- 4) A medical check-up in the following year(TBD)
- 5) New group injury 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

- Participants who have entered Korea have been covered by “New group injury insurance” policy in case of illness or accident.
 - ※ The insurance coverage period is from the time of arrival in Korea to the time of departure.
 - ※ We encourage you to read about the coverage of insurance and deductibles carefully.
- KOICA is encouraging the participants to get National Health Insurance, which can reduce the deductibles by up to 80%.
- Medical expenses may be expensive due to the obligation to pay these deductibles.
- Chronic disease (medical expenses for previous illness; high blood pressure, diabetes, obesity, etc.) pregnancy, and mental illness will not be reimbursed.

During the program, participants will be covered by the “New group 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 first pay by themselves and then be reimbursed for the expenses later, on the condition that the case falls under the coverage of the insurance.

According to Korea's insurance system, at least 20% of medical expenses are mandatory deductibles by law; which must be covered by the participants themselves. Therefore, we would like to recommend for those who are under medical treatment due to illness, those who need regular medical examinations, and those who are receiving outpatient treatment for tooth problems such as cavities to consult with their doctors and apply to the Master's Degree Program after they are completely cured.

- Limit of Coverage & Deductibles

Collateral	Limits of coverage	Note
Death	100,000,000	-
Permanent disability by accident	100,000,000	-
Hospitalization	50,000,000	Deductibles
Outpatient medical expenses	250,000/ day	Deductibles
Prescription fee	50,000/ day	Deductibles
Liability	10,000,000	KRW 200,000 Deductibles
Acute myocardial infarction treatment fee	10,000,000	Once
Stroke treatment fee	10,000,000	Once
Special terms for persons killed or wounded for a righteous cause	100,000,000	

- ※ Limited to cases of injury and illness
- ※ 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 (Refer below to the category not covered by the insurance).
- ※ The insurance coverage is limited to the treatment incurred within Korea.
- ※ 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)

. Deductibles

*** Outpatients and prescription fee**

Classification	A	B	Deductibles
Clinic	10,000	20%	The larger amount between A and B
Hospital	15,000	20%	The larger amount between A and B
University hospital, level 3 hospital	20,000	20%	The larger amount between A and B
Prescription fee	8,000	20%	The larger amount between A and B

*** Hospitalization fee**

Classification	Deductibles
Hospitalization	20%

- Procedures, Services and Diseases Not Covered by the Insurance

- * Diseases that participants already had before arrival in Korea
- * Medical check-up, vaccination, nutritional supplements, and tonic medicines
- * Dental care and Oriental (Chinese) medicine: Uninsured items and prosthetic dentistry Hospital treatment
- * Fees for issue of certificates
- * Costs that are not related to treatments and medical check-up costs that are not related to a doctor's diagnosis.
- * Orthopedics
- * Equipment and consumables (e.g., wristbands and cast shoes)
- * Mental disease and behavior disorder
- * Congenital cerebropathy
- * Herbal remedies
- * 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)
- ※ Detailed information will be provided upon arrival

- National Health Insurance

According to Korea's insurance system, at least 20% of medical expenses must be paid by participants as mandatory deductibles by law. KOICA is encouraging the participants to get National Health Insurance, which can reduce the deductibles by up to 80%. If you have an illness that you have suffered in the past, or still ill (previous illness), you are recommended to join the National Health Insurance. If you are not covered by national health insurance, high medical costs may arise.

□ Dentistry

- Korean medical expenses of dental system diseases are very expensive
- Medical expenses for dental diseases are not reimbursed

Korean medical expenses of dental system diseases are very expensive. However, dental treatment costs are usually not covered by insurance and often exceed the cost of living. Therefore, it is recommended that you check your tooth condition beforehand and finish both tooth check-up and medical treatment before entering Korea.

- ※ For dental care, no costs are covered by KOICA or “New group accident insurance.”

PART VII

REGULATIONS

1. ACADEMIC REGULATION

a. Attendance and Absenteeism

1. Students are expected to attend all of the classes he / she has registered for each semester. Any student who, without good reason, has failed to attend class for at least one-third of the total classes shall be prohibited from sitting for the exam.
2. In the event a student will be absent for any of the reasons below, the student must notify the appropriate department, faculty, and dean and get approval in advance:
 - Death of an immediate family member (grandparents, parents, siblings) or equivalent circumstance
 - Academic planning, field-trips, on-location training, etc.
 - Participation in seminars or conferences (including international ones) as approved by the Graduate School Dean
 - Other events as approved by the Graduate School Dean
3. In the event of student illness or emergency situations, students who will be absent for less than seven days (including holidays and weekend days) need to submit written notification of such absence to the Graduate School Dean. For absences longer than seven days, students must submit a written diagnosis by a physician.

b. Must reside in a dormitory

- Students must reside in Ebison House of Chejung Haksa Dormitory unless there is no vacancy in the dormitory. All rooms are single occupant. If there is no vacancy in the dormitory, Yonsei University and KOICA will arrange alternative accommodations.

c. Must reside abide by dormitory regulations

- Ebison House has very strict dormitory regulations and all students must abide by them.
- A student who violates dormitory regulations will be evicted from the dormitory and he / she must return to her country immediately.

d. Light meals can be cooked in the room

- Heating stove, fridge and sink are installed in the room and light meals can be cooked. .

e. Examinations and Grade Evaluations

1) Minimum Grade Point Average Requirement

- Anything below GPA 1.7 will not be counted as credit award.

2) Regular Exams and Make-up Exams

- Regular Exams: Mid-term (8th week), Final (End of semester)
- Make-up Exams: In the event a student cannot sit for an exam due to military service, illness, or any other emergency, the student must notify the faculty before the test date, and obtain the approval from academic director and program director to sit for the exam at another time.

3) Qualifications to Sit for an Exam

- Any student who, without good reason, has failed to attend class for at least one-third of the total classes shall be prohibited from sitting for the exam. In the event of illness or emergency situations, students need to provide a written explanation of their absence.

4) Scholastic Performance Evaluation Method

- Scholastic performance will be based on GPA 4.3 for each course registered. Grades will be based on classroom performance (presentations, attendance) and test performance (mid-term and final exams).

5) Evaluation Standard: Evaluation Ranking

GPA	4.3	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0
Grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F

2. 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 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 the extension of their stay.

3. 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.

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.

In this case, he / she is not allowed to re-apply for KOICA's scholarship program.

- A participant who has withdrawn is not allowed to re-apply for KOICA's scholarship program for the next two years after the withdrawal.
- 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.

4. TEMPORARY LEAVE

- Participants can take a temporary leave **during the school vacation** (to the participants' 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 will not pay airfare for the trip **and his or her living allowance will be suspended from the day of departure to the day of return during temporary leave.**
- 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**, he or she may be suspended from the KOICA scholarship.

5. ACCOMPANYING OR INVITING FAMILY

- As KOICA's Scholarship Program is a very intensive program which requires full commitment and concentrated effort for study, **participants CAN NOT bring any family members.**
- KOICA does not provide any financial or other administrative support for the dependents of the participants.
- If a participant invites family members within the duration of one month, one must take a full responsibility related to their family members travel to and stay in Korea including administrative and financial support as well as legal matters in Korea. The participant is required to sign and submit the Written Pledge with supporting documents by acknowledging their responsibility and conditions of bringing their family members in Korea in advance. A copy of the Written Pledge is available at GMPA Office.

6. 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**CONTACTS****1. CONTACT INFORMATION****a. Korea International Cooperation Agency (KOICA)**

- **Program Manager: Mr. Keonhee LEE**
Training Program Department
- Address: 825 Daewangpangyo-ro, Sujeong-gu, Seongnam-Si, 461-833 Gyeonggi-do Republic of Korea
- Tel: +82-31-740-0588
- Fax: +82-31-740-0595
- E-mail: Leon@koica.go.kr
- Homepage: <http://www.koica.go.kr>

- **Program Coordinator: Ms. Enkyol KIM**
· Tel: +82-31-8017-2684
· Fax: +82-31-8017-2680
· E-mail: kek0107@global-inepa.org

b. Graduate School of Public School Yonsei University

- Course Administration Staff: **Ms. Si Woo KIM**
- Tel: +82-2-2228-1529
- Email: swkim1219@yuhs.ac

Appendix 1.

Brand Name of the KOICA Fellowship Program

KOICA has launched a brand-new name for the KOICA Fellowship Program in order to more effectively raise awareness about the program among the public and its partner countries.

In English, CIAT stands for Capacity Improvement and Advancement for Tomorrow and in Korean it means “seed (씨앗)” with hopes to contributing in the capacity development of individual fellows as well as the organizations and countries to which they belong.



Appendix 2.

facebook.com/koica.icc

The Fellows' Facebook is a place for fellows to ask questions and write comments on KOICA fellowship programs. So, if you have questions regarding our program, please feel free to join our Facebook community

