2012 KOICA-AJOU Univ

Master’s Degree Program on

International Trade & International Business

February 13th, 2012 ~ June 30th, 2013

Suwon, Korea
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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 and Trade in the Republic of Korea. Bilateral loans are provided on concessional terms under the name of the Economic Cooperation Development 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 2,519 courses to 39,962 participants from 177 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 2010, the program has assisted a total of 977 students through 51 courses. And as of 2011, 280 participants are currently participating in the program at ten 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.
Name of the course: Master’s Degree Program on International Trade & International Business

Duration: February 13th, 2012 ~ June 30th, 2013

Course Objective:
The objectives of this course and the program aims are:

1) To secure a pool of future international experts needed by developing countries, with a view to encouraging their active participation and providing them with a meaningful role in international trade or in international business.

2) To conduct academic research to improve understanding of International Trade and Business in this rapidly changing global economy

3) To educate students on trade strategies and policies hereto employed by Korea during its rapid economic expansion period, and on the current trade issues under discussion in international trade and business.

Training Institute: Graduate School of International Studies (GSIS), Ajou University (http://gsis.ajou.ac.kr / http://koica.ajou.ac.kr)

Number of Participants: 20 persons

Language: English

Other: This master’s degree program is an intensive course and students admitted SHOULD expect to work hard according to the university instruction and follow university’s regulation. Please also note that Ajou GSIS is offering two different majors for KOICA scholars; International Business, International Trade and cannot change their major upon being admitted.
1. APPLICATION ELIGIBILITY

- Be a government official or an employees in public sectors or a researcher in state institutes working in his/her home country with a Bachelor’s Degree or higher
  * Private sector employees are not eligible. However, if the applicant works in a development non-governmental organization (NGO) or UN-associated organization, he/she can apply on the condition that he/she obtains a recommendation from the government ministry which covers the organization.
- Be nominated by his or her Government
- Have sufficient command of both spoken & written English to take classes conducted entirely in English and to write academic reports and thesis in English
- Should have a positive attitude and a strong will to get adjusted in a multicultural environment and to understand hosting country’s culture while studying at Ajou
- Should have a good moral characteristic to endure student life on campus
- Be in good health, both physically and mentally, to undergo the program
  * Pregnancy is regarded as a disqualifying condition for participating in this program
  * Having a Tuberculosis or any kind of contagious disease is regarded as a disqualifying condition for participation in this program
- Have not previously received a scholarship, including KOICA scholarship program, from the Korean government
PART II. HOW TO APPLY

2. APPLICATION PROCESS

A. APPLICATION PROCEDURE

a) Evaluation

- Round 1: Evaluation of Application Materials (Document Review)
- Round 2: Evaluation of Applicants’ Academic English (written, spoken) and motivation to study, study plan and etc.

- Round 1: Evaluation of Application Materials
  Transcripts, SOP (Study of Purpose) and 2 Recommendation letters will be mainly reviewed while considering other documents submitted along with application materials such as English Proficiency Result, resume and any other license or certificates to prove candidate’s academic ability to pursue master’s degree program in English. Students SHOULD submit transcript, SOP and recommendation letters on time along with other documents; otherwise, students will fail from the Round 1 Evaluation which will lead not to be able to go through the Round 2. All of documents submitted should be translated into English. Transcripts which DO NOT include explanation on the grading system of the universities attended should include explanation of your attended university’s grading system.

  i.g. 1) Grading system of Nepal:
  - Distinction (80-100%), I (65-79%), II (50-64%), III (40-49%)

  i.g.2) Grading system of Korea: A+(100-95), A0(95-90), B+(85-90)….etc.
### Checklist of Documents to Be Submitted

<table>
<thead>
<tr>
<th>Application Materials</th>
<th>Check</th>
<th>Contents</th>
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<tbody>
<tr>
<td>KOICA application form</td>
<td>V</td>
<td>KOICA Application form</td>
</tr>
<tr>
<td>Ajou Application Form</td>
<td>V</td>
<td>Students should correctly mark on the field chosen since Ajou program offers two different majors for students to choose. For example, if students want to study <em>International Business</em>, students should turn in <em>International Business Application form only and mark International Business</em>. Students WILL NOT be able to change their majors after arrival to Ajou.</td>
</tr>
<tr>
<td>2 Letters of Recommendation</td>
<td>V</td>
<td>MUST use Ajou recommendation form, attached with application form. Please note that the letter of recommendation should be SEALD with the professor’s signature.</td>
</tr>
<tr>
<td>Statement of Purpose</td>
<td>V</td>
<td>Should be clearly typed in English on a separate paper</td>
</tr>
<tr>
<td>Sealed official Undergraduate Academic Transcript</td>
<td>V</td>
<td>Please also enclose grading system information of the university attended if the transcript does not include your own university’s grading system information.</td>
</tr>
<tr>
<td>Curriculum Vitae</td>
<td>V</td>
<td>Please write your CV in detail by focusing your work experiences</td>
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<tr>
<td>One Photocopy of Undergraduate Diploma or Original Graduation Certificate</td>
<td>V</td>
<td></td>
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<tr>
<td>Score Reports for an official English Proficiency Score (TOEFL, TOEIC, IELTS or its equivalence)</td>
<td>V</td>
<td>If you have any kind of English Proficiency Test Score or certificate to prove your English proficiency, please include it in your application materials.</td>
</tr>
<tr>
<td>Two passport–size photos</td>
<td>V</td>
<td></td>
</tr>
<tr>
<td>Copy of Passport</td>
<td>V</td>
<td>According to the Korean Law, admission certificate should include passport number and the university cannot issue Admission Certificate without passport number.</td>
</tr>
<tr>
<td>Doctor’s Opinion paper about health checkup review</td>
<td>V</td>
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</table>

※ All Documents (Diploma, Transcripts, Statement of Purpose, Recommendation Letters, etc.) **must be an original in English.**
PART II. HOW TO APPLY

- If not, English translation should be attached together with the documents submitted. Any document without English translation WILL NOT be accepted.
※ Please refer to the following site for further information: Ajou GSIS: http://gsis.ajou.ac.kr

• Round 2: Academic English Writing Test and Phone Interview at the KOICA offices or the Korean Embassies overseas

Ajou’s Graduate School of International Studies will work with the KOICA in Korea to take the Academic English Writing Proficiency Test at the KOICA offices or the Korean Embassies overseas. Applicants who passed the Round 1 will be notified to go through writing test as well as phone interview on the same day. All applicants who passed Round 1 MUST COME either to the KOICA office or to the Korean Embassy for the Round 2 tests (writing test and phone interview). Writing test and phone interview WILL ONLY be taking at the offices (KOICA Office or Korean Embassy) designated by the KOICA and the Ajou University.

Writing and Phone Interview are conducted in order to evaluate applicants’ academic English in both written and spoken level in order to complete Ajou’s Master Degree Program successfully in a given time limit (16 months).

b) Application Schedule:

<table>
<thead>
<tr>
<th>Procedure</th>
<th>Master’s Degree Program on</th>
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</thead>
<tbody>
<tr>
<td>Closing Date for Application materials</td>
<td>Dec. 2nd, 2011</td>
</tr>
<tr>
<td>Document Review</td>
<td>Dec. 5th ~ Dec. 9th, 2011</td>
</tr>
<tr>
<td>Writing Test and Phone Interview</td>
<td>Dec. 21th ~ Dec. 23rd, 2011</td>
</tr>
<tr>
<td>Arrival in Korea</td>
<td>Feb. 13th, 2012</td>
</tr>
</tbody>
</table>

* Please note that the above schedule is tentative as of September 2011 and could be changed. Any change will be informed to the applicants.
# Part III PROGRAM CONTENTS

## 1. ACADEMIC SCHEDULE

<table>
<thead>
<tr>
<th>Procedure</th>
<th>Master’s Degree Program on</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrival in Korea</td>
<td>February 13\textsuperscript{rd}, 2012</td>
</tr>
<tr>
<td>Arrival to AU</td>
<td>February 16\textsuperscript{th}, 2012</td>
</tr>
<tr>
<td>Preparatory Session/ Orientation</td>
<td>February 16\textsuperscript{th}, 2012 ~ February 29\textsuperscript{th}, 2012</td>
</tr>
<tr>
<td>Spring Semester</td>
<td>March 2\textsuperscript{nd}, 2012 ~ June 21\textsuperscript{st}, 2012</td>
</tr>
<tr>
<td>Summer Session</td>
<td>July 5\textsuperscript{th}, 2012 ~ August 7\textsuperscript{th}, 2012</td>
</tr>
<tr>
<td>Fall Semester</td>
<td>August 27\textsuperscript{th}, 2012 ~ December 21\textsuperscript{st}, 2012</td>
</tr>
<tr>
<td>Winter Session</td>
<td>January 2\textsuperscript{nd}, 2013 ~ February 5\textsuperscript{rd}, 2013</td>
</tr>
<tr>
<td>Spring Semester</td>
<td>March 4\textsuperscript{th}, 2013 ~ June 21\textsuperscript{st}, 2013</td>
</tr>
<tr>
<td>Graduation Ceremony</td>
<td>June 27\textsuperscript{th}, 2013</td>
</tr>
<tr>
<td>Departure from Korea</td>
<td>June 27\textsuperscript{th}, 2013 ~ June 30\textsuperscript{th}, 2013</td>
</tr>
</tbody>
</table>

▶ The above schedule may be subject to minor changes.

A detailed Program Schedule will be provided upon arrival. ◀

### a) Preparatory and Orientation Session:

Staring from mid February, before the academic year begins, the GSIS will offer a pre-session on Korean Culture and Languages and basic Economic courses. After the pre-session, right before the semester begins, there will be a two day (or one day) intensive orientation.

During pre-session, students will learn survival Korean language intensively and a few hours of Korean culture and history, including several field trips to historical and cultural sites of Korea. Students will also learn basic Economic Courses which will
cover very basics of economics for students to prepare their major studies at the University from the beginning of the semester.

The Orientation is prepared to ensure that students adjust themselves successfully to the program, and it includes: information about Korea, Suwon, Ajou and the GSIS, and it also gives a special lecture on Intercultural Communication to help students adjust in Korea with many international students from countries different from their own. During the Orientation Session, students will have a chance to meet with other international students who belong to undergraduate and different graduate programs of Ajou as well as our own Korean students. This Orientation Session is very useful for students who have not been exposed much to foreign countries or Korea.

b) Regular Semesters and Sessions
The Ajou GSIS KOICA program is run for three regular semesters, plus two summer/winter sessions: Spring Semester, Summer Session, Fall Semester, Winter Session and Spring Semester. During regular semesters (Spring and Fall), the semester consists of 16 weeks and students normally take 12-15 credits. During Summer/Winter Session, the session consists of 5 weeks and students normally take 3-6 credits. KOICA Students MUST take all semesters and sessions provided by Ajou GSIS during their study period in Korea. When students want to take some break during the summer or winter vacation, students can only take a break before or after the summer/winter session when there are no academic activities are going on.
2. ORIENTATION (KOICA)

The first few days of Scholarship Program at KOICA are normally reserved for an orientation session as the ICTC of KOICA. The orientation involves the following activities;

- Welcoming Reception by KOICA and Korea University
- Video Presentation on Korea and KOICA's Activities
- Class on Korea's Culture, Society and its Language
- Presentation on the Scholarship Program by KOICA
- Information about daily life in Korea
- Medical Check-up Service
- Seoul City Tour

3. CURRICULUM

Graduation Requirement

Credits (Required Credits for graduation)

As shown in the table below, MBA(International Business Major) students have to complete 48 credit hours for graduation and MA(International Trade Major) students have to complete 39 credit hours for graduation. After completing the 1st semester of academic year 2012, students will be evaluated by the university to follow thesis track or non-thesis track course according to their 1st semester’s academic performance, English proficiency, and seriousness towards completion of study and many others. Detailed and Accurate Criteria for thesis and non-thesis track will be announced during the Orientation upon arrival to Ajou Graduate School of International Studies. In addition to the course completion and the thesis, students will need to pass comprehensive exams (2 subjects) for the final graduation of the course.
## PART III. PROGRAM CONTENTS

<table>
<thead>
<tr>
<th>Major</th>
<th>Credits on Class</th>
<th>Comprehensive Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Korean Required</td>
<td>Elective Research</td>
</tr>
<tr>
<td>IB(MBA) Thesis Track</td>
<td>3</td>
<td>24</td>
</tr>
<tr>
<td>IB(MBA) Non-Thesis Track</td>
<td>3</td>
<td>24</td>
</tr>
<tr>
<td>IT(MA) Thesis Track</td>
<td>3</td>
<td>15</td>
</tr>
<tr>
<td>IT(MA) Non-Thesis Track</td>
<td>3</td>
<td>15</td>
</tr>
</tbody>
</table>

- All international students are required to take at least one course (3 credits) in Beginning Korean Language I. If you have studied Beginning Korean Language, you should choose 1 course in Korean studies instead of Beginning Korean Language I.
- Research credits are credits earned by working on Thesis.
- Research Paper credits are credits earned by working on the paper.
- Comprehensive exams can be taken from the second semester (2012 Fall semester) and students should pass 2 subjects from their major required/elective courses, a detailed information will be distributed during the orientation session.
- Students only who can meet the eligibility for thesis writing can be on the thesis track. The eligibility for thesis writing is 1) earn at least B+ in Research Method and over cumulative GPA 3.5 after completing spring semester and summer semester.
- Non-thesis students also should submit 1 turn paper or research paper and print them out in a book.
a) Core Courses

Master of Art in International Trade

1. Courses in Korean Studies (credits / hours)
   ① Korean History (3/3)
   ② Contemporary Korean Society (3/3)
   ③ Korean Economic Development (3/3)
   ④ Korean Politics (3/3)
   ⑤ Korean Language (3/6)

2. Required courses (credits / hours)
   ① Business Statistics (3/3)
   ② Economic Analysis I (3/3)
   ③ Economic Analysis II (3/3)
   ④ International Trade (3/3)
   ⑤ International Finance (3/3)

2. Elective courses (credits / hours)

1) International Trade Related Courses
   ① International Economic Policies and Organizations (3/3)
   ② International Economic Law (3/3)
   ③ International Commercial Contracts and Dispute Settlements (3/3)
   ④ Electronic Commerce (3/3)
   ⑤ International Trade Practices (3/3)
   ⑥ Topical Seminar on International Trade and Finance (3/3)

2) International Finance and Business Related Courses
   ① Foreign Investment and Multinational Corporation (3/3)
   ② International Business (3/3)
   ③ Open Macro Economics (3/3)
   ④ Seminar in International Business (3/3)
   ⑤ International Capital Market (3/3)
   ⑥ International Corporate Finance and Payment (3/3)
   ⑦ Financial Derivatives (3/3)

3) International Organization Related Courses
   ① International Political Economy (3/3)
   ② International Relations (3/3)
   ③ International Organizations (3/3)
   ④ Corporate Citizenship (3/3)
   ⑤ Environmental and Natural Resources Economics (3/3)

4) General Courses
   ① Cross Cultural Management (3/3)
   ② Human Capital and Knowledge-Based Economy (3/3)
   ③ Organizational Behavior (3/3)
   ④ Negotiation Skills (3/3)
   ⑤ Research Methods (3/3)
   ⑥ Econometric Method
   ⑦ Leadership and Ethics Workshop I & II
     African Development
     American Development
     (Latin America & Caribbean Area)

• The above is the International Trade Curriculum Table, and some courses may not be offered due to instructor availability
### Master of Business Administration in International Business

#### 1. Courses in Korean Studies (credits / hours)
- ① Korean History (3/3)
- ② Contemporary Korean Society (3/3)
- ③ Korean Economic Development (3/3)
- ④ Korean Politics (3/3)
- ⑤ Korean Language (3/5)

#### 2. Prerequisites courses (credits/hours)
- ① Business Statistics (3/3)
- ② Economic Analysis I (3/3)

#### 3. Required courses (credits/hours)
- ① Principles of Accounting (3/3)
- ② Operations Management (3/3)
- ③ Marketing Management (3/3)
- ④ Financial Management (3/3)
- ⑤ Organizational Behavior (3/3)
- ⑥ International Business (3/3)

#### 4. Elective courses (credits/hours)

<table>
<thead>
<tr>
<th>Area</th>
<th>Courses</th>
</tr>
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<tbody>
<tr>
<td>Accounting</td>
<td>① Managerial Accounting (3/3)</td>
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<tr>
<td></td>
<td>② Intermediate Financial Accounting (3/3)</td>
</tr>
<tr>
<td></td>
<td>③ International Accounting (3/3)</td>
</tr>
<tr>
<td>Marketing</td>
<td>① Marketing Research (3/3)</td>
</tr>
<tr>
<td></td>
<td>② Consumer Behavior (3/3)</td>
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<tr>
<td></td>
<td>③ Advertising (3/3)</td>
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<tr>
<td></td>
<td>④ International Marketing (3/3)</td>
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<tr>
<td>Finance</td>
<td>① Investment (3/3)</td>
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<td></td>
<td>② Options and Futures (3/3)</td>
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<td></td>
<td>③ Financial Engineering (3/3)</td>
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<tr>
<td></td>
<td>④ International Finance (3/3)</td>
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<td></td>
<td>⑤ Advanced Corporate Finance (3/3)</td>
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<tr>
<td>Personnel</td>
<td>① Corporate Culture (3/3)</td>
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<tr>
<td></td>
<td>② Personnel Management (3/3)</td>
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<tr>
<td></td>
<td>③ Human Resources Management (3/3)</td>
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<tr>
<td></td>
<td>④ Negotiation skills (3/3)</td>
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<tr>
<td>Operations</td>
<td>① Project Management (3/3)</td>
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<td></td>
<td>② Supply Chain Management (3/3)</td>
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<tr>
<td>General</td>
<td>① International Trade (3/3)</td>
</tr>
<tr>
<td></td>
<td>② Cross Cultural Management (3/3)</td>
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<tr>
<td></td>
<td>③ Strategic Management (3/3)</td>
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<td></td>
<td>④ Entrepreneurship (3/3)</td>
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<td>⑤ Seminar in Int'l Business (3/3)</td>
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<td>⑥ Electronic Commerce (3/3)</td>
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<td>⑦ Economic Approach to Strategic Management (3/3)</td>
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<td>⑧ Economic Analysis II (3/3)</td>
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<tr>
<td></td>
<td>⑨ Open Macro Economics (3/3)</td>
</tr>
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<td></td>
<td>⑩ International Economic Policies and Organization (3/3)</td>
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<td></td>
<td>⑪ Research Methods (3/3)</td>
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<td>⑫ International Relations (3/3)</td>
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<td>⑬ Econometric Methods (3/3)</td>
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<td>Business Case studies (3/3)</td>
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<td>American Development</td>
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<td>(Latin America &amp; Caribbean Area)</td>
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</tbody>
</table>

- The above is the International Business Curriculum Table, and some courses may not be offered due to instructor availability
Medium and Method of Instruction

English is the medium of instruction. Not only the course but all academic affairs will be conducted in English.

Students can complete all their course requirements and thesis for graduation within 16 months but will receive their graduation diploma and graduation certificate after 18 months passed according to the Korean Education law (Expected to receive in Aug. 2013). Courses are designed to ensure students to gain practical expertise.

Participatory teaching methods will be fully utilized. Diverse methods such as debate, simulation and case studies will be employed to enhance problem-solving ability.

Extracurricular Activities

Extracurricular activities are offered during the whole study period, and students are able to receive credits for this activity by registering a Leadership and Ethics course I and II. Course registration guide will be announced during the orientation session by the GSIS staff members. Field trips, industrial site tours and other extracurricular activities will be as follows:

4. EXTRACURRICULAR ACTIVITIES

A. FIELD TRIPS AND INDUSTRIAL SITE VISITS

a) Samsung Electronics

Samsung Electronics is one of the company not only representing Korea's new technology in Electronics market but also the worldwide multinational cooperation. During the day-trip to Samsung Electronics, students are able to learn the history of Samsung Electronics Company as well as experiencing all the state-of-the-art electronics appliances of Samsung Electronics.

➢ Website: http://www.samsung.com/sec/
b) Suwon Resource Recovery Facility

As the city grows larger with the population increase, industrial development and the high standards and diversity of living, Suwon City is confronted with various environmental problems. One of the problem is the city refuse disposal, which has depended mainly on the underground burial and has caused various difficulties not only in getting landfills but also in conserving environment.

➢ Website: http://suwoninc.dyndns.org/introduction/index1.htm

c) Saemaul Undong Central Training Center

Despite continuous invasions and war, Korea accomplished the economic development called the ‘Miracle on the Han River’. Behind the great success of Korean economic development, Saemaul Undong played a pivotal role in Korea’s development, which was the most powerful driving force in the Korean economy. Due to the lack of national resources, the only possible breakthrough to boost the economy was the awakening and participation of the people. Thus, the government proposed the Saemaul Undong Movement in rural communities to inspire the people and lead them into the progress of rural communities. Its spirit and practical implements were great successes and Korea was able to achieve a high growth of economy.

➢ Website: Website: http://www.samsung.com/sec/

d) Rural Development Administration

The Rural Development Administration(RDA) is the central government organization responsible for extensive agricultural research and services in Korea. In the past, RDA helped Korea to achieve self-sufficiency in rice and other staple food through dissemination and promotion of high-yielding cultivars and improved cropping technologies, and made a remarkable progress in fresh vegetable production by introducing year-round cropping systems in greenhouses. Furthermore, RDA contributed greatly to the improvement of the rural environment and nurturing new farmers. The era of globalization is blooming in the agricultural sector as well, and Korean agriculture is struggling to cope with the new
international trade environment and challenges. RDA’s efforts are directed towards highly competitive agriculture and efficient rural development. It endeavors to support farmers to produce agricultural commodities with better quality; advancing low-input, labor-saving and environment-friendly cropping technologies; promoting modern and automated production facilities; and nurturing future farmers.

➢ Website: http://www.rda.go.kr/foreign/eng/index.jsp

e) The Korean International Trade Association (KITA)
Founded in 1946 to represent the interests of Korea’s international traders, KITA has been a critical part of Korea’s transformation into one of the world’s most preeminent trading nations. Today, KITA is Korea’s largest business association with 65,000 member firms, and continues to support Korea’s business community through research, training and networking of Korean enterprises with the global trade community

➢ Website: http://www.kita.org/

f) The National Assembly Building
The National Assembly of the Republic of Korea is a 299-member unicameral legislature. The latest general elections were held on April 9, 2008. Single-member constituencies comprise 245 of the National Assembly’s seats, while the remaining 54 are allocated by proportional representation. Members serve four-year terms. The unicameral National Assembly consists of at least 200 members according to the Constitution. In 1990, the National Assembly had 299 seats, 224 of which were directly elected from single-member districts in the general elections of April 1988. Under applicable laws, the remaining seventy-five representatives were appointed by the political parties in accordance with a proportional formula based on the number of seats won in the election. By law, candidates for election to the National Assembly must be at least thirty years of age.

➢ Website: http://korea.assembly.go.kr/index.jsp
g) Hyundai Motors (http://www.hyundai-motor.com)

Hyundai Motors was established in December 1967. In the early 1980's, fueled by rapid economic growth, Hyundai invested in a major expansion of its Ulsan plant, making a transition from low-volume to high-volume manufacturing. During the late 1980's, the company prepared for the more intense competition that the 1990's would bring. Hyundai Motor Company endured a difficult year in 1998, as domestic sales sharply declined. It was also a period of company-wide and industry-wide restructuring. The acquisition of Kia/Asia Motors will allow Hyundai Motors to achieve the economics of scale needed to compete in the global market.

h) Hyundai Heavy Industries (http://www.hhi.co.kr)

Hyundai Heavy Industries (HHI) seeks to maintain the vision of becoming a Global Leader in the heavy industries sector. HHI founded by the late Chung Ju-yung on March 23, 1972, HHI took its independent way after having completed a spin-off from the Hyundai Group in February 2002, ceaselessly pursuing a top position in the world’s heavy industry fields.

HHI has a worldwide business network in each of its six main divisions: Shipbuilding, Offshore & Engineering, Industrial Plant & Engineering, Engine & Machinery, Electro Electric Systems and Construction Equipment. This year the Marketing Division was newly established to undertake and incorporate the marketing/sales operations of HHI’s three business divisions: Shipbuilding, Offshore & Engineering, and Industrial Plant & Engineering.

i) POSCO (http://www.posco.co.kr)

POSCO has been the most competitive steel company since its establishment in 1968. As a world-class company, it continues to grow and evolve. Operating a total of five hot-strip mills and one mini-mill, POSCO produces some 21.24 million tons of hot rolled sheet annually, of which 9.35 million tons are delivered to customers in the form of finished products for use in automobiles, steel structures, steel pipe, home appliances and a variety of other products. A portion of the hot-rolled sheet
output is further processed into value-added products such as cold-rolled products and electrical sheet.

B. CULTURAL SITE VISITS

a) Seoul City Tour (http://www.seoul.go.kr/main/index.html)
Seoul, officially the Seoul Special City, is the capital and largest city of South Korea. With a population of over 10 million, it is one of the world's largest cities. The Seoul National Capital Area, which includes the major port city of Incheon and most of Gyeonggi-do, has 24.5 million inhabitants, and is the world's second largest metropolitan area. Almost half of South Korea’s population live in the Seoul National Capital Area, and nearly a quarter in Seoul itself, making it the country’s foremost economic, political, and cultural center.

➢ Website: http://www.seoul.go.kr/main/index.html

b) Jeju Island (http://www.jeju.go.kr/index.php)
Jeju has a mild oceanic climate throughout the year with the smallest annual temperature range in the country. The temperature for the hottest summer months averages no more than 34.7℃ and no less than -1.5℃ for winter.

The island is 73km wide and 41km long with a total area of 1,848 Jeju the largest island in South Korea, came into existence 700 to 1,200 thousand years ago when lava spewed from a sub-sea volcano and surfaced above the waters. Then 100 to 300 thousand years ago, another volcanic eruption formed Mt. Halla. The final volcanic eruption that took place approximately 25 thousand years ago created the crater lake, Baekrok-dam, at the summit of the mountain.

Mt. Halla rises in the center of Jeju to 1950m above sea level. The rest of the island slopes down from its summit and is covered with dark gray volcanic rocks and volcanic ash soil. Relatively isolated from the rest of the world, the island’s nature has been well preserved in its prehistoric state. That is why traveling to Jeju is to travel back in time.
Jeju's natural environment has been preserved as best as possible. The fantastically shaped rocks decorating the seashores, the hundreds of Oreums (secondary volcanoes) and the rarest species of flora around the Baekrokdam lake are all treasures waiting to be discovered by visitors. One cannot see Jeju unless one looks. It is like seeing only trees before entering a forest.


**C. INTERNATIONAL SYMPOSIUM:**

In order to expand and deepen knowledge on international politics and business issues in Korean and around the world, GSIS holds International Symposium during every semester of each academic year and it is run by all student participants under supervision of their faculty members. The most recent International Symposia included topics on

- **Issues and Prospects of FTA (Free Trade Agreement): Country Studies (2007),**
- **Civil Society and Market - Corporate Citizenship and Consumer Sovereignty (2008)**
- **Education for International Development and Cooperation (2009)**
- **Multinational Enterprises and their Transplants (2010)**
- **International Development and Cooperation and the Role of NGO (2010)**
- **NGOs and Democratisation: Contemporary Regional Challenges (2011)**

**D. SPECIAL LECTURE AND DISCUSSIONS:**

Special lectures are also provided as an extension of academic studies at Ajou GSIS every semester to provide opportunities to meet famous figures in various fields with our students and to listen to policies and practices in the real world. Special lecture topics included knowledge based society, ODA of Korea, Korean Economic Development, G20 issues and many key issues in the past. The most recent International Special Lectures and Discussions included topics on

- **Groundswell in the current Web Environment (2010)**
- **Living with other cultures: International Students and their**
cultural challenges (2011)
Paths to Success through Industrialization and Democratization:
Korean Experience (2011)

a) Gazette (http://ebook.styleship.com/ajou):
Gazette is a student-run news magazine of Ajou GSIS which views GSIS students’ opinion on cutting edge international issues around the world. It also represents our students’ voices on many issues going on in and out of the Ajou campus. The ultimate goal of GAZETTE is to make the magazine to appeal not only the GSIS and Ajou students, alumni, faculty, prospective applicants and general readers around the world. The GAZETTE vol no. 1 was created in spring semester of 2002 academic year and continuously published every semester publishing vol. no. 19 in 2011 spring semester as its them of “Color your world”.
1. GENERAL INFORMATION

a) About University

Ajou University, established in 1973 under the motto of "Asia's best university for the 21st century," is a leading research university, in Korea with 9 colleges. Located in Suwon, about 30km south of Seoul, Ajou has 14,000 students (9,000 undergraduate, 3,500 graduate, and 1,500 in other courses).

The strength in Ajou's academic programs and research lies in Engineering, IT, BT, NT, Medical Science, Business and International Studies. Ajou is widely recognized for its innovative international programs and strong support for international students and has collaborative partnership with about 171 universities in 49 countries. There is a wide range of international programs at Ajou including student and faculty exchanges, international summer school, Korean language program, etc. International students are taking courses offered in English by various majors. Today Ajou is welcoming about 600 international students every semester.

The Graduate School of International Studies (GSIS) of Ajou University was the first independent school to lead campus internationalization in early 1990s and is a host school for the KOICA program. Ajou GSIS has educated more than 360 graduate students from more than 55 different countries for the last decade and is one of the best graduate programs in Korea offering superb graduate programs for international students.
2. ACCOMODATIONS

a) Housing Services
Participants will be housed at off-campus apartment named “Jasmine Residence” (10 minutes walking distance) near by the University. A single studio room will be assigned to an each student.

b) Facilities

• Tenant Room
The room is furnished with a bed, desk, closet, mattress and cover (excluding bedding), small refrigerator, a small washing machine, air conditioner, LED TV screen, shoe rack, bookshelf, microwave, electronic kettle, wired LAN, cable TV. Shower facilities are included in each room.

* Individual bedding (blanket, pillow) should be either brought from home or be purchased upon arrival to Korea.

• Kitchen
The kitchen is located each floor and will be shared. The kitchen is equipped with sink, electric cooker, refrigerator, washing machine, tables (for eight persons).

• Janitor will keep guarding over the building.

• Elevator is available.

• Fees
Monthly rent will be paid by Ajou University in cooperation with the KOICA and monthly rent includes basic utility fee of 30,000KRW. However, this utility fee is for a basic use of electricity. The utility fee can go high according to heating in winter season or air conditioning in summer time. When you exceed 30,000KRW, individual student will pay extra charge depend on energy consumption (not paid by the university). Standard data about use of electricity will be noticed on move-in day.
PART IV. TRAINING INSTITUTE

- Pictures in Jasmine Residence

<table>
<thead>
<tr>
<th>&lt;Room&gt;</th>
<th>&lt;Bathroom&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Room Image" /></td>
<td><img src="image2.png" alt="Bathroom Image" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>&lt;Kitchen&gt;</th>
<th>&lt;Kitchen&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image3.png" alt="Kitchen Image" /></td>
<td><img src="image4.png" alt="Kitchen Image" /></td>
</tr>
</tbody>
</table>
c). Regulations

The tenant regulations and instructions will be distributed upon move-in day.
3. OTHER INFORMATION FOR INTERNATIONAL STUDENTS

1) University Libraries
   Central Library (http://library.ajou.ac.kr)
   The central library of Ajou University is located in the center of the university.

   The general studying area is opened 24 hours a day throughout the year, and
   the periodical room is open from 09:00 – 21:00 during weekdays and 09:00 –
   17:00 during weekends.
   At the periodical room, you can read books, journals, and newspapers. You can
   also browse the CD-Rom titles and use the Internet to search for information
   you need.
   More detailed information on Central Library, please visit http://englib.ajou.ac.kr/

2) International Students Counseling Offices
   Office of International Affairs (OIA)
   Coordinates study abroad programs with sister universities in the world. Assists
   incoming and outgoing exchange students.
   Provides service to international scholars and students
   Room 101, Yulkok Hall
   (tel. 219-2922~2926, fax. 219-2924, Email: inter@ajou.ac.kr)

   Graduate School of International Studies (GSIS)
   GSIS Office offers Academic information, simple immigration issue, internships
   and career services for our international students.
   Room 251, Yulkok Hall
   (tel. 219-1551~1555, fax. 219-1554, Email: gsis@ajou.ac.kr)

   Ajou Service Center (ASC) - Certificate Issuance Service
   ASC offers services for issuing certificates and many miscellaneous matter.
   Room 116, New Student Union Building
3) PC Labs on Campus

There are many PC labs on campus, where you can use computers for word processing, Internet, and so on. Also, there is a PC LAB on the 1st floor of the dormitory where you will be placed. The PC labs are provided with a printers and you are required to bring your paper.

<table>
<thead>
<tr>
<th>Building Name</th>
<th>Location</th>
<th>Building Name</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yulkok Hall</td>
<td>Rm 157</td>
<td>Wonchun Hall</td>
<td>Rm 436, Rm 341</td>
</tr>
<tr>
<td>Dasan Hall</td>
<td>Rm 308, Rm 307, Rm 406-1 (Only for GSIS students)</td>
<td>Library</td>
<td>Internet Center 1st Floor</td>
</tr>
<tr>
<td>Sung Ho Hall</td>
<td>Rm 101</td>
<td>Hwahong Hall</td>
<td>PC Room 1st Floor</td>
</tr>
</tbody>
</table>
4) Cafeteria

<table>
<thead>
<tr>
<th>Cafeteria</th>
<th>Location</th>
<th>Hours</th>
<th>Food Served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dormitory Dining Hall</td>
<td>Dorm. Dining Hall</td>
<td>8AM~7PM</td>
<td>Korean/Western meal</td>
</tr>
<tr>
<td>Sun In Jae</td>
<td>Basement, Songjae Hall</td>
<td>9AM~8PM</td>
<td>Korean home meal, bakery</td>
</tr>
<tr>
<td>Ahyang Cafeteria</td>
<td>Behind Wonchun Hall</td>
<td>9AM~6:30PM</td>
<td>Korean/Western meal</td>
</tr>
<tr>
<td>Sinsegye</td>
<td>1st Floor, Student Union BL</td>
<td>9AM~6:30PM</td>
<td>Korean/Western meal</td>
</tr>
<tr>
<td>Sungho Hall</td>
<td>1st Floor, Sungho Hall</td>
<td>9AM~7PM</td>
<td>Snacks, Beverages</td>
</tr>
<tr>
<td>Dasan Hall</td>
<td>1st Floor, Dasan Hall</td>
<td>9AM~8PM</td>
<td>Snacks, Beverages</td>
</tr>
<tr>
<td>Yulkok Hall</td>
<td>Basement, Yulkok Hall</td>
<td>9AM~6PM</td>
<td>Snacks, Beverages</td>
</tr>
<tr>
<td>Paldal Hall</td>
<td>1st Floor, Paldal Hall</td>
<td>9AM~6PM</td>
<td>Snacks, Beverages</td>
</tr>
</tbody>
</table>

5) Lounge/Fitness

<table>
<thead>
<tr>
<th>Facility</th>
<th>Location</th>
<th>Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Global Lounge</td>
<td>2nd Floor of New Student Union Building</td>
<td>Use of computer/Lounge</td>
</tr>
<tr>
<td>Ajou Student Service Center</td>
<td>1st Floor of New Student Union Building</td>
<td>Certificate Issuance Service</td>
</tr>
<tr>
<td>On Campus Gymnasium</td>
<td>1st Floor of Gymnasium</td>
<td>Sports Facilities</td>
</tr>
</tbody>
</table>
### 6) Others

<table>
<thead>
<tr>
<th>Facilities</th>
<th>Functions</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Office</td>
<td>Assists students who reside in on-campus housing. International Coordinator is available</td>
<td>2nd Floor, Dormitory Dining Hall</td>
</tr>
<tr>
<td>Sexual Harassment Counselling</td>
<td>Ajou Sexual Harassment Counseling Center aims to minimize the damage caused by sexual harassment by promptly dealing with issues of sexual harassment that might occur on campus by providing counseling services. English speaking counselor available</td>
<td>Room 338, Sungho Hall</td>
</tr>
<tr>
<td>Center</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Korea First Bank (Cheil Bank)</td>
<td>Bank Account open, deposit and money withdrawal.</td>
<td>1st Floor, Student Union Building</td>
</tr>
<tr>
<td>Post Office</td>
<td>Send mail, postcards and parcels</td>
<td></td>
</tr>
<tr>
<td>Travel Agency</td>
<td>Students can purchase train tickets and make a reservation for airline tickets to take a trip to major Korean cities and other countries</td>
<td>Located inside the cafeteria in Yulgok Hall</td>
</tr>
<tr>
<td>Photo Studio</td>
<td>Students can take a picture for student ID card and other purposes.</td>
<td>Basement of Yulgok Hall</td>
</tr>
<tr>
<td>Photocopy Room</td>
<td>Students can make a copy of any paper material.</td>
<td>Basement of all lecture Halls</td>
</tr>
<tr>
<td>ATM</td>
<td>Students can withdraw money.</td>
<td>1st Floor of Library and Yulgok Hall, on-campus Bank, and other lecture halls</td>
</tr>
</tbody>
</table>
4. HEALTH CARE

1) Community Health Care Center (Infirmary)
   For minor health problem such as cold or digestion, we strongly recommend students to visit the infirmary located on the second floor of the new student union building.

   Location : Rm 227 New Student Union
   Tel: 219-1597
   Office Hours: 09:00a.m – 06:00p.m

2) Ajou University Hospital International Health Care Center
   Ajou International Health Care Center(IHCC) provide total care of medical and communication service with multi languages including English.

   For severe health problem or medical check-up, you can go to the Ajou University Hospital. We recommend you to visit the Office of International Affairs or the GSIS office before you go to the hospital. To go to the hospital, we will make a proper arrangement with the hospital for you.

   Available Services
   • Appointment
   • 1:1 Care for outpatients
   • Private Insurance Consultation
   • English Bill & Certificate Issue Service
   • Multi languages including English
   • Inpatient & ER patient coordinators
   • Medical Check-up

   Contact Info
   • Tel: (82-31) 219-4311 ~ 2, 2010, 5546
   • Fax: (82-31) 219-5432
   • E-mail: inthcc@ajou.ac.kr
   • Office Hours : 8 a.m. ~ 5 p.m.
3) Other Hospitals in Suwon

St. Vincent Hospital: 93, Ji-dong, Paldal-gu, Suwon 249-7114
www.vincenthosp.com

Dongsuwon Hospital: 441, Uman-dong, Paldal-gu, Suwon 210-0114
www.dongsuwonhospital.co.kr

Oriental Hospital

Oriental hospitals are different from western hospitals. Doctors at oriental hospitals feel a patient's pulse for diagnosis, and prescribe treatments such as acupuncture, moxa cautery, and herbal medicine. Oriental treatment is not about eliminating the disease, but rather strengthening our body's immune system against disease. Each individual is treated according to his/her unique physical constitution. The main ingredients in herbal medicine are natural elements from plants and animals, which reduces the possibility of side effects.

※ Korea's prescription law

Korea’s prescription law that separates dispensary from medical practice requires patients to receive a doctor's prescription and submit it to a pharmacist who prepares the medicine. Pharmacies are usually located near hospitals, so it is easy to spot them.
1. TRAVEL TO KOREA

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

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

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

2. EXPENSES FOR STUDY AND LIVING

The following expenses will be covered by KOICA during the participant’s stay in Korea.
- Tuition fee
- Accommodation (mainly the dormitory of a training institute)
- Living allowance: KRW 17,000 per day (subject to change)
- Meals: in kind or cash equivalent KRW 21,600 per day (subject to change)
- Textbook and materials: KRW 800,000 (once for all)
- Study visit & field trip, etc. during the program
- A medical checkup after entrance
- Overseas travel insurance, etc.
In addition, participants may be invited to a special event organized by KOICA with the aim of promoting friendship among each other and understanding about Korea during the program.

3. INSURANCE

During the program participants will be covered by the overseas 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.

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.
1. PARTICIPANTS’ 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 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. 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.
- 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.
3. TEMPORARY LEAVE

Participants can have temporary leave (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.

- Participants can have temporal leave (to home country or for a trip abroad) during the vacation on the condition that they get an approval in advance from school.
- KOICA and the university do 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.
- If the participant is found to have made an unreported temporary visit to his or her home country or traveled to other countries or made a trip despite the university’s disapproval, his or her living allowance will be suspended (from the day of departure to the day of return).

4. ACCOMPANYING OR INVITING FAMILY

- As KOICA’s Scholarship Program is a very intensive program which requires full commitment to and concentrated effort for study, participants are recommended not to bring any family members.
- KOICA does not provide any financial or other administrative support for the dependents of the participants.
- Participants may bring or invite family members but they must cover all the relevant expenses such as airfare, accommodation, living cost, visa fee, insurance, etc, of their family. The safety and security of their family is also the participant’s responsibility.
- Anyone who wants bring their family with very special and important reasons needs to discuss the issue with those who are concerned in the Korean embassy(or KOICA office) in advance.
5. OTHERS

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

KOICA (http://www.koica.go.kr)
- Mr. Woo-Hyoung Kim
  - Program Manager
  - Capacity Development Program Team
  - Korea International Cooperation Agency (KOICA)
  - 418 Daewangpangyo-ro, Sujeong-gu,
  - Seongnam-si, Gyeonggi-do, 461-833, Korea
  - e-mail address: whkim@koica.go.kr
  - Tel: +82-31-740-0419  Fax: +82-31-740-0685

- Ms. Eun Jung, Jung
  - Program Coordinator
  - e-mail address: pollymind@koica.go.kr
  - Tel: +82-31-777-2677  Fax: +82-31-777-2680

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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.
< 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 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 training@koica.go.kr
your contributions may be published in a KOICA publication ❤
<table>
<thead>
<tr>
<th>Name</th>
<th>Country</th>
<th>Course Title</th>
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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 Inchon airport

- 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 1st 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.
**APPENDIX 3. HOW TO GET TO THE ICC**

- **KOICA Counter at CALT airport**

  ![KOICA Counter Image]

  **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 1st 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 1st Floor of CALT upon arrival.

  - Take a car arranged by the KOICA staff to the ICC (Expected time: 20 minutes)
"Please remember to read the Participants’ Guidebook. It is available from the Korean Embassy or KOICA Overseas Office in your country and provides valuable information regarding KOICA programs, allowances, expenses, regulations, preparations for departure and etc."