

# KOICA-HGU Master's Degree Program in Techno-Entrepreneurship Competency Based on EE&ICT Convergence

August 7 2017 – December 21 2018

Pohang & Seongnam, Korea



Korea International Cooperation Agency



Handong Graduate School of Global Development &  
Entrepreneurship Of Handong Global University

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

# CONTENTS

<b>PART I. KOICA &amp; SCHOLARSHIP PROGRAM</b>	<b>03</b>
<b>PART II. PROGRAM OVERVIEW</b>	<b>08</b>
<b>PART III. HOW TO APPLY</b>	<b>11</b>
1. APPLICATION ELIGIBILITY	11
2. ADMISSION PROCESS	12
3. REQUIRED DOCUMENTS	16
<b>PART IV. PROGRAM CONTENTS</b>	<b>18</b>
1. ACADEMIC SCHEDULE	18
2. ORIENTATION	19
3. CURRICULUM	20
4. EXTRACURRICULAR ACTIVITIES	31
<b>PART V. TRAINING INSTITUTE</b>	<b>33</b>
1. GENERAL INFORMATION	33
2. ACCOMMODATION	35
3. OTHER INFORMATION	38
<b>PART VI. SUPPORT SERVICE</b>	<b>44</b>
1. TRAVEL TO KOREA	44
2. EXPENSES FOR STUDY AND LIVING	44
3. INSURANCE	45
<b>PART VII. REGULATIONS</b>	<b>47</b>
1. ACADEMIC REGULATIONS	47
2. PARTICIPANT'S RESPONSIBILITIES	50
3. WITHDRAWALS	51
4. TEMPORARY LEAVE	51
5. ACCOMPANYING OR INVITING FAMILY	52
6. OTHERS	52
<b>PART VIII. CONTACTS</b>	<b>53</b>
<b>APPENDIX 1. BRAND NAME OF THE KOICA FELLOWSHIP PROGRAM</b>	<b>55</b>
<b>APPENDIX 2. HOW TO JOIN THE KOICA COMMUNITY</b>	<b>56</b>
<b>APPENDIX 3. HOW TO GET TO THE ICC</b>	<b>57</b>

## **Part I    KOICA & SCHOLARSHIP PROGRAM**

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.

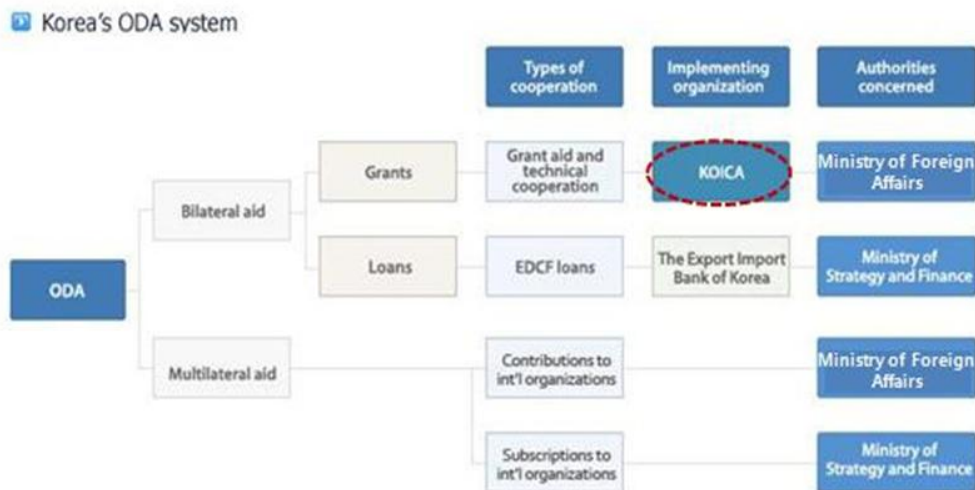
In particular, since Korea has the unique experience of developing from one of the poorest countries in the world to one of the most economically advanced, this know-how is an invaluable asset that helps KOICA to efficiently support the sustainable socioeconomic development of its partner countries.

**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 as 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 about 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 3,410 courses to 53,810 participants from 173 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 2013, the program has assisted a total of 1,854 students through 92 courses. In addition, as of 2014, 290 participants will participate in 16 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**

- **Program Title:** KOICA-HGU Master's Degree Program in Techno-  
Entrepreneurship Competency based on EE&ICT convergence

- **Duration**

- Stay duration: August 7, 2017 ~ December 21, 2018 (16 months study in Korea including 2 weeks of pre-course)

During 16 months in HGU, students are strongly recommended to complete their thesis.

- Academic duration: August 7, 2017 ~ February 22, 2019 (18 months)

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

- **Degree**

- 1) Master of Science in ICT Convergence
- 2) Master of Science in Electrical Engineering

Handong provides two different courses, and it is required to choose only one course. You can choose the course on your HGU application form.

- **Objectives**

- 1) To educate governmental officials of developing countries in the areas of electrical engineering and ICT convergence industry in order to enhance their comprehensive competency for nurturing start-ups
- 2) To share the technologies in the electrical engineering and ICT convergence industry
- 3) To enhance the competency for ultimately promoting electrical engineering and ICT convergence industry
- 4) To increase the competency for vitalizing start-ups in electrical engineering and ICT convergence industry



5) To share the Korean experience in electrical engineering and ICT convergence as well as its application and implementation on the industry and to train leaders amicable to Korea<sup>1</sup>

- **Training Institute: Graduate School of Global Development and Entrepreneurship, Handong Global University**
- **Number of Participants: 20 Government Officials**
- **Language: English fluency that requires no translation**
- **Accommodations: KOICA International Cooperation Center (ICC), Handong International Hall and IFH (International foreign House)**

#### **1) International Hall**

Students of Graduate School of Global Development & Entrepreneurship KOICA Course live in the International Hall for the first semester (Aug.-Dec.2017)

-Living Conditions

Dormitory (Double occupancy)

The room includes (Private): Bed, Desk, Bookshelf, Closet, and Bathroom

Communal Area (Sharing): Kitchen, Resting Area, Laundry room

#### **2) KOICA Resident House of Handong Global University**

Students of Graduate School of Global Development & Entrepreneurship KOICA Course live in the KOICA Resident House (Jan.-Dec.2018), which is located nearby the All Nations Hall where the lectures of our graduate school are held.

\*Living Conditions

Apartment with 2~3 bedrooms

Single occupancy

---

<sup>1</sup> The major study areas of the degree of Master of Science in ICT Convergence are composed of ①technical issues of ICT/ICT convergence and ②ICT/ICT convergence based startup strategies. (8pg.)

## ***PART II. PROGRAM OVERVIEW***

The room includes (Private): Bed, Desk, Bookshelf, and Closet

Communal Area (Sharing): Bathroom, Kitchen, Living room, Laundry room

**Part III****HOW TO APPLY****1. APPLICATION ELIGIBILITY****Candidates should:**

- Be a citizen of the Scholarship Program target country.
- Be officially nominated by their governments.
- Be a government employee. With a minimum of 2 years of experience in electrical, electronic, ICT convergence, or startup related works
  - \* Exception – Applicants with a ‘development NGO’ background may apply for the program with two letter of recommendations:
    - Your government office; and
    - Korean Embassy, world widely known NGO, an UN-associated organizations, or the KOICA Organization within your region.
- Have a completed Bachelor Degree or an equivalent to college / university –level educational background.
- Have a good command of both spoken and written English in order to take classes conducted entirely in English and to be able to write academic reports and theses in English.
- Be in good health, both physically and mentally. Pregnancy, HIV / AIDS, tuberculosis or any kinds of contagious disease are regarded as a disqualifying condition for the program.
  - \* Pregnancy is regarded as a disqualifying condition for participation in this program.
  - \* Having Tuberculosis or any kind of contagious disease is regarded as a disqualifying condition for participation in this program.
- Not be a person who has withdrawn from KOICA’s scholarship program.
- \* Person belonging to the institution in which candidates submitted false documents and returned to his / her country arbitrarily in the middle of SP program cannot apply.

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

## 2. ADMISSION PROCESS

Procedure	Dates
<b>Step 1.</b> Closing Date for Application Package Submission	February 28, 2017
<b>Step 2.</b> On-site Interview (KOICA)	March 1-7, 2017
<b>Step 3.</b> Document Screening	March 15-31, 2017
<b>Step 4.</b> Phone Interview	April 14-28, 2017
<b>Step 5.</b> Medical Check-up (local)	May 10-June 16, 2017
<b>Step 6.</b> Final Admissions Notification	June 23, 2017

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

### Post Admission

Arrival in Korea	August 7, 2017
KOICA Orientation	August 9, 2017
HGU Orientation	August 14, 2017

**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 HGU 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 (February 28).
- Original copies should be sent to HGU before the phone interviews. (If it is unavailable, the originating institution must authorize copies before they are submitted.)

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

**3) 1st round: Document Screening**

- Applicants nominated by the regional KOICA office or Korean Embassy (if KOICA office is unavailable) as a result of the on-site interview and have submitted their application packages are considered for document screening.
- Document screening will be processed by HGU. Application package as well as the on-site interview result will be thoroughly reviewed by committee of HGU.
- 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 1<sup>st</sup> round selection will be announced to the applicants and KOICA respectively.

\* It is a policy of the university not to disclose the result of the document screening.

**4) 2<sup>nd</sup> round: Interview (University)**

- An opportunity for a phone interview will be given only to those who pass through the 1<sup>st</sup> 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 interview schedule will be notified individually by the regional KOICA offices or Korean embassy with 2~3 day notice in advance.
- The result for the phone interview will be announced to the applicants individually by KOICA.

### **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](mailto:inje_paik@daum.net) / CC. [Leon@koica.go.kr](mailto:Leon@koica.go.kr)
- Tel: +82-2-2273-0980

○ (Date of examination) May 15<sup>th</sup>, 2017 – May 26<sup>th</sup>, 2017

- The date of the medical check-up will be notified individually from the coordinating agency after passing the interview 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 May 12<sup>th</sup>, 2017, they should contact via e-mail or telephone with the coordinating agency.

※ Since coordinating agency will provide guidance on medical check-up for those who passed the 2<sup>nd</sup> round interview 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 2<sup>nd</sup> round interview (limited to about 130% of capacity)

- Applicants who successfully pass the 2<sup>nd</sup> round interview 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 local medical check-up service agency, they will send it to them 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.

#### 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, 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) Admissions Notification**

- Admissions 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**

- All documents should be sent to the regional KOICA office or the relevant government office.
  - 1) Handong Global University Form 1: Document Check List
  - 2) KOICA Application Form
  - 3) Handong Global University Form 2: Application Form (Type in English and Print out, Hand writing is not acceptable)
  - 4) Handong Global University Form 3: Personal Statement and Study Plan (Type in English and print out, hand writing is not acceptable)
  - 5) Curricular Vitae
  - 6) Handong Global University Form 4: Recommendation: from two different professors with a stamp or signature on a sealed envelope by the recommender (Print twice and to be completed by each of your two professors)
  - 7) Official Documents (You can find the details on "FORM 0")
  - 8) A Copy of the Applicant's Passport (please check the expired date.)  
Copies of Parents' Passports (or other official documents indicating parents' nationality such as Identification Card)
  - 9) Official document indicating parent-child relationship between the applicant and parents: Applicant's Birth Certificate or Household Register proving the parent-child relationship



- 10) Verification of Academic Record (Sealed by president)
  - 11) Certificate of Employment (if applicable)
  - 12) Certificate proving English Proficiency (if applicable): Please submit a score report of a recognized English Proficiency Test such as TOEFL , TEPS, IELTS or any other supporting documents which demonstrate appropriate English language proficiency.
  - 13) Doctor's opinion paper about health check-up review
- ★★ Form 1 ~ 4: Attached herewith

**\*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. (If it is unavailable, the originating institution must authorize copies before they are submitted.)
3. If any of the submitted materials contain false information, admission will be rescinded.
4. Applicants whose forms and supporting documents are incomplete or unsatisfactory will be disqualified from the admission process.
5. Applicants should take full responsibility for any disadvantage due to the mistakes or omissions on the application.

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

## 1. ACADEMIC SCHEDULE

Session	Date (YYYY.MM.DD)	Contents / Remarks
Preparatory Session	2017.8.7 – 2017.8.9	Arrival, Medical Check-up, KOICA Orientation
	2017.8.14	Handong Orientation
Pre - Course	2017.8.14 – 2017.8.25	2 weeks
Fall Semester (1st semester)	2017.8.28 – 2017.12.8	15 weeks
Winter Break	2017.12.11 – 2017.12.29	3 weeks
Winter Semester (2nd semester)	2018.1.2 – 2018.2.23	8 weeks
Spring Semester (3rd semester)	2018.2.26 – 2018.6.8	15 weeks
Spring Break	2018.6.11 – 2018.6.22	2 weeks
Summer Semester (4th semester)	2018.6.25 – 2018.8.17	8 weeks
Summer Break	2018.8.20 – 2018.8.24	1 week
Fall Semester (5th semester)	2018.8.27 – 2018.12.7	15 weeks
Wrap-up Session	2018.11.14	Final Oral Defense Presentation
	2018.12.7	Graduation Ceremony
	2018.12.21	Departure

\*The above schedule is subject to change.

\*\*A detailed Program Schedule will be provided upon arrival.

## 2. ORIENTATION

When you first arrive, there will be an orientation for 2-3 days for KOICA's Scholarship Program at the KOICA International Cooperation Center (ICC). The orientation aims to provide the participants with useful information on the program as well as general information on living in Korea that you will need during the program. Usually, the orientation is composed of three parts: KOICA's welcoming session, and a medical check-up. The order of each part is subject to change.

Session	Date	Contents
Arrival	August 7, 2017	Arrival in Korea
KOICA Orientation	August 9~11, 2017	KOICA's welcoming session
Medical Check-up		Medical Check-up

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

### 1) KOICA's welcoming session

- In the first part of the orientation, you will have a welcoming session, which includes KOICA's welcoming reception, an introduction of KOICA and a course outline. Through this session, you can have an overview of the Scholarship Program. Lectures about Korean culture, as well as general information regarding daily life in Korea, will be also delivered in this session.

### 2) Medical Check-up

- KOICA will implement a medical check-up after each participant's arrival in Korea to assure his or her health conditions. After the medical check-up, KOICA will officially accept each participant as a KOICA trainee for the program. If any case, which may hamper the scholarship in Korea, is found in the medical check-up, the participant will be required to return home-

### **3. CURRICULUM**

#### **1) TITLE OF DEGREE**

These master's degree programs are designed to train participants to foster Electrical / Electronic industries and / or ICT based startup strategies. Upon completion of the required 36 credit hours and master's thesis, the degree will be granted. Two master's degrees are offered: M.S. in ICT Convergence and M.S. in Electrical Engineering.

##### **A. M.S. in ICT Convergence\***

The curriculum on this major provides understanding of technology and markets based on ICT and ICT Convergence fields. It also provides trainings and conducts researches on vitalizing start-ups in ICT fields.<sup>2</sup>

##### **B. M.S. in Electrical / Electronic Engineering**

The curriculum on this major provides understanding of electrical and electronics. In addition, we have Electrical Energy and Smart Grid under the major.

---

<sup>2</sup> The major study areas of the degree of Master of Science in ICT Convergence are composed of  
① technical issues of ICT/ICT convergence and ② ICT/ICT convergence based startup strategies.

## 2) M.S. IN ICT CONVERGENCE

The major study areas of the degree of Master of Science in ICT Convergence are composed of ① technical issues of ICT / ICT convergence and ② ICT / ICT convergence based startup strategies.

### A. Curriculum & Credits

- The credits required to complete the Master's program: 36 credits

Type	Type	Course Title
Pre-Course (1)	Required (1)	<ul style="list-style-type: none"> <li>• Research Basics (1)</li> <li>- Computers &amp; Quantitative Methods</li> <li>- Research Basic &amp; Academic Writing</li> </ul>
Foundation Courses (11)	Required (9)	<ul style="list-style-type: none"> <li>• Korean I (1)</li> <li>• Korean II (1)</li> <li>• Korean III (1)</li> <li>• Economic Development of Korea and EE &amp; ICT (2)</li> <li>• Research Methodology (2)</li> <li>• Field Practicum I (0)</li> <li>• Field Practicum II (0)</li> <li>• Field Practicum III (0)</li> <li>• Korean History &amp; Culture (2)</li> </ul>
	Electives (2)	<ul style="list-style-type: none"> <li>• Introduction to Global Development (2)</li> </ul>
Specialty Course EE and ICT (32)	Required (14)	<ul style="list-style-type: none"> <li>• Theory and Practice of IoT (2)</li> <li>• Technology and Market of ICT (2)</li> <li>• Technology and Market of ICT Convergence(2)</li> <li>• Thesis Basic (2)</li> <li>• Economic Development of Korea and EE&amp;ICT (2)</li> <li>• Global Capstone I (2)</li> <li>• Global Capstone II (2)</li> </ul>
	Electives (18)	<ul style="list-style-type: none"> <li>• Theory and Practice of Web Technology (2)</li> <li>• Technology and Market of Electrical and Electronic Engineering (2)</li> </ul>

**PART IV. PROGRAM CONTENTS**

Type	Type	Course Title
		<ul style="list-style-type: none"> <li>• Mobile Programming (2)</li> <li>• Smart City (2)</li> <li>• Database (2)</li> <li>• Smart Grid (2)</li> <li>• Analyzing &amp; Interpreting of Financial Statement (2)</li> <li>• Introduction of Electrical and Electronic Engineering (2)</li> <li>• Entrepreneurial Finance (2)</li> </ul>
Startup (14)	Required (4)	<ul style="list-style-type: none"> <li>• Venture Entrepreneurship and ICT Startup Strategy (2)</li> <li>• Startup Incubating Methodology (2)</li> </ul>
	Electives (10)	<ul style="list-style-type: none"> <li>• Entrepreneurship, Business Law and Ethics (2)</li> <li>• Venture Marketing (2)</li> <li>• Entrepreneurial Finance (2)</li> <li>• Accounting (2)</li> <li>• Analyzing &amp; Interpreting of Financial Statement(2)</li> </ul>
Thesis Research (4)	Required (4)	<ul style="list-style-type: none"> <li>• Thesis Basic (2)</li> <li>• Thesis Research (2)</li> </ul>

\* The above curriculum is subject to change.

\* The specified number of credits from the elective section is the minimum number of credits the students must take.

**B. Credits completed per semester**

- As shown in the table below, students must complete 36 credit hours to graduate. Excluding the thesis course, the courses are evenly distributed among core, and functional concentrations.

Semester(credits)	Type	Course Title
Pre Course (1)	Required (1)	<ul style="list-style-type: none"> <li>• Research Basics (1)</li> <li>- Computers &amp; Quantitative Methods</li> <li>- Research Basic &amp; Academic Writing</li> </ul>
1 <sup>st</sup> semester 2017 Fall (11)	Required (7)	<ul style="list-style-type: none"> <li>• Korean I (1)</li> <li>• Research Methodology (2)</li> <li>• Technology and Market of ICT (2)</li> <li>• Economic Development in Korea and EE &amp; ICT (2)</li> <li>• Field Practicum I (0)</li> </ul>
	Electives (4)	<ul style="list-style-type: none"> <li>• Introduction to Global Development (2)</li> <li>• Smart City (2)</li> <li>• Technology and Market of Electrical and Electronic Engineering (2)</li> <li>• Theory and Practice of Web Technology (2)</li> <li>• Smart Grid (2)</li> <li>• Analyzing &amp; Interpreting of Financial Statement (2)</li> <li>• Introduction of Electrical and Electronic Engineering (2)</li> </ul>
2 <sup>nd</sup> semester 2017 Winter (5)	Required (5)	<ul style="list-style-type: none"> <li>• Korean II (1)</li> <li>• Korean History and Culture (2)</li> <li>• Global Capstone I (2)</li> <li>• Field Practicum II (0)</li> </ul>
3 <sup>rd</sup> semester 2018 Spring (11)	Required (7)	<ul style="list-style-type: none"> <li>• Korean III (1)</li> <li>• Theory and Practice of IoT (2)</li> <li>• Technology and Market of ICT Convergence (2)</li> <li>• Venture Entrepreneurship and ICT Startup Strategy (2)</li> <li>• Field Practicum III (0)</li> </ul>
	Electives (4)	<ul style="list-style-type: none"> <li>• Entrepreneurship, Business Law and Ethics (2)</li> <li>• Venture Marketing (2)</li> <li>• Entrepreneurial Finance (2)</li> <li>• Database (2)</li> </ul>

## PART IV. PROGRAM CONTENTS

		<ul style="list-style-type: none"><li>• Introduction to Global Development 2 (2)</li><li>• Plasma for the power generation and the environment (2)</li></ul>
4 <sup>th</sup> semester 2087 Summer (6)	Required (6)	<ul style="list-style-type: none"><li>• Global Capstone II (2)</li><li>• Startup Incubating Methodology (2)</li><li>• Thesis Basic (2)</li></ul>
5 <sup>th</sup> semester 2018 Fall (2)	Required (2)	<ul style="list-style-type: none"><li>• Thesis Research (2)</li></ul>

\*This above curriculum is subject to change.

\*The specified number of credits from the elective section is the minimum number of credits that students must take.

### C. Graduation Requirements

-In order to graduate, students must complete 36 credits, earn a GPA higher than 3.0 (higher than B), and submit a thesis from Thesis Research course.



### 3) M.S. IN ELECTRICAL ENGINEERING

#### A. Curriculum & Credits

- The credits required to complete the Master's program: 36 credits

Type	Type	Course Title
Pre-Course (1)	Required (1)	<ul style="list-style-type: none"> <li>• Research Basics (1)</li> <li>- Computers &amp; Quantitative Methods</li> <li>- Research Basic &amp; Academic Writing</li> </ul>
Foundation Courses (11)	Required (7)	<ul style="list-style-type: none"> <li>• Korean I (1)</li> <li>• Korean II (1)</li> <li>• Korean III (1)</li> <li>• Economic Development in Korea and EE &amp; ICT (2)</li> <li>• Research Methodology (2)</li> </ul>
	Electives (4)	<ul style="list-style-type: none"> <li>• Field Practicum I (0)</li> <li>• Field Practicum II (0)</li> <li>• Field Practicum III (0)</li> <li>• Korean History &amp; Culture (2)</li> <li>• Introduction to Global Development (2)</li> </ul>
EE and ICT (24)	Required (14)	<ul style="list-style-type: none"> <li>• Theory and Practice of IoT (2)</li> <li>• Technology and Market of ICT Convergence (2)</li> <li>• Technology and Market of Electrical and Electronic Engineering (2)</li> <li>• Electrical Engineering/Energy and SmartGrid (2)</li> <li>• Technology and Market of ICT (2)</li> <li>• Global Startup Capstone I (2)</li> <li>• Global Startup Capstone II (2)</li> </ul>
	Electives (10)	<ul style="list-style-type: none"> <li>• Signals and Systems(2)</li> <li>• Principle of Communication (2)</li> <li>• Probabilities and Random Processes (2)</li> <li>• Computer Architecture(2)</li> <li>• Machine Vision (2)</li> </ul>

**PART IV. PROGRAM CONTENTS**

ICT and Startup (20)	Electives (20)	< ICT >
		< Startup >
Thesis Research (6)	Required (6)	

- Theory and Practice of Web Technology (2)
- Mobile Programming (2)
- Smart City (2)
- Database (2)

- Venture Entrepreneurship and ICT Startup Strategy (2)
- Startup Incubating Methodology (2)
- Business Model (2)
- Venture Marketing (2)
- Entrepreneurial Finance (2)
- Accounting (2)

- Thesis Basic (2)
- Thesis Basic II (2)
- Thesis Research (2)

\* The above curriculum is subject to change.

\* The specified number of credits from the elective section is the minimum number of credits the students must take.

**B. Credits Completed per Semester**

- As shown in the table below, students must complete 36 credit hours to graduate. Excluding the thesis course, the courses are evenly distributed among core, and functional concentrations.

Semester(credits)	Type	Course Title
Pre Course (1)	Required (1)	<ul style="list-style-type: none"> <li>• Research Basics (1)</li> <li>- Computers &amp; Quantitative Methods</li> <li>- Research Basic &amp; Academic Writing</li> </ul>
1 <sup>st</sup> semester 2017 Fall (11)	Required (9)	<ul style="list-style-type: none"> <li>• Korean I (1)</li> <li>• Research Methodology (2)</li> <li>• Technology and Market of ICT (2)</li> <li>• Economic Development of Korea and EE&amp;ICT (2)</li> <li>• Technology and Market of Electrical and Electronic Engineering (2)</li> <li>• Field Practicum I (0)</li> </ul>
	Electives (2)	<ul style="list-style-type: none"> <li>• Introduction to Global Development (2)</li> <li>• Smart City (2)</li> <li>• Theory and Practice of Web (2)</li> <li>• Smart Grid (2)</li> <li>• Analyzing &amp; Interpreting of Financial Statement (2)</li> <li>• Introduction of Electrical and Electronic Engineering (2)</li> </ul>
2 <sup>nd</sup> semester 2017 Winter (5)	Required (5)	<ul style="list-style-type: none"> <li>• Korean II (1)</li> <li>• Korean History and Culture (2)</li> <li>• Global Capstone I (2)</li> <li>• Field Practicum II (0)</li> </ul>
3 <sup>rd</sup> semester 2018 Spring (11)	Required (9)	<ul style="list-style-type: none"> <li>• Korean III (1)</li> <li>• Thesis Basic (2)</li> <li>• Theory and Practice of IoT (2)</li> <li>• Technology and Market of ICT Convergence (2)</li> <li>• Venture Entrepreneurship and ICT Startup Strategy (2)</li> <li>• Field Practicum III (0)</li> </ul>
	Electives (2)	<ul style="list-style-type: none"> <li>• Entrepreneurship, Business Law and Ethics (2)</li> <li>• Venture Marketing (2)</li> </ul>

**PART IV. PROGRAM CONTENTS**

		<ul style="list-style-type: none"><li>• Entrepreneurial Finance (2)</li><li>• Database (2)</li><li>• Introduction to Global Development 2 (2)</li><li>• Plasma for the power generation and the environment (2)</li></ul>
4 <sup>th</sup> semester 2018 Summer (6)	Required (6)	<ul style="list-style-type: none"><li>• Global Capstone II (2)</li><li>• Thesis Basic II (2)</li><li>• Startup Incubating Methodology (2)</li></ul>
5 <sup>th</sup> semester 2018 Fall (2)	Required (2)	<ul style="list-style-type: none"><li>• Thesis Research (2)</li></ul>

\* The above curriculum is subject to change.

\* The specified number of credits from the elective section is the minimum number of credits the students must take.

**C. Graduation Requirements**

-In order to graduate, students must complete 36 credits, earn a GPA higher than 3.0 (higher than B), and submit a thesis.

#### 4) TEACHING PLAN FOR THESIS RESEARCH

- The course aims to train talented developers in the practical sense of realism.
- Each semester builds a different stage of the overall curriculum, all of which come together to train the students to accomplish the final Thesis Research. Throughout this process, students will also receive subject specific guidance and personal mentoring.
- Furthermore, the students will be able to take full advantage of HGU's network domestic and international when carrying out their practical final projects based on real site experiences and data.
- Research Project Process per Semester

Semester	Classes	Expected Effects	Research Schedule
Pre Courses	Research Basics Korean I	Warming up	-
Fall Semester, 2017	Foundation course Field Practicum I Introduction and Practice of Electrotechnics and Electronics Research Methodology	Empowerment of basic competencies Introduction of Electrotechnics and Electronics	Topic Exploration for Thesis
Winter Semester, 2017	Global Startup Capstone I Theory and Practice of IoT Field Practicum II	Electrotechnics and Electronics & IoT Introduction Theory and Practice of Web Technology	Temporary set-up for Research Project (Global Startup Capstone I)

**PART IV. PROGRAM CONTENTS**

Semester	Classes	Expected Effects	Research Schedule
Spring Semester, 2018	Field Practicum III Technology of ICT Convergence Mobile Practice Venture Entrepreneurship and ICT Startup Strategy	IoT based ICT / ICT convergence; Beginning the lecture of ICT Startup	Thesis Proposal Assignment of professors for thesis research draft
Summer Semester, 2018	Global Startup Capstone II Introduction of ICT Convergence market Startup Incubating Methodology	Understanding of ICT Based Market Understanding of ICT Startup Strategies based ICT Convergence Startup	Data collection, research, experiment for thesis research report
Fall Semester, 2018	Thesis Research	Understanding the overview of the issues on ICT Convergence and ICT Startup	Write Thesis Report; Intermediate Screening: Report modification / supplementation Final Screening: Submit report and PT

## 4. EXTRACURRICULAR ACTIVITIES (TENTATIVE)

- 1) **Field trip** 4 times during this program: POSCO, Taebaek Green Science, Gyeongju Eco-water center, etc. (The places are subject to change)
- 2) **Industrial Visit** – Twice during this program: Samsung Delight, Naver, Daum Kakao etc. (The places are subject to change)
- 3) **Fellowship Event**
- 4) **Workshops**
- 5) **Other Extracurricular Activities**

### 6) Korean Cultural Experience Program

Office of International Community Advancement (OICA) hosts a time for Korean cultural experience for international students. A variety of cultural programs will be provided to familiarize international students with Korean culture.

#### Activities =====

Experience:

- Korean traditional paper folk craft
- Korean traditional pottery making
- Korean traditional drawing
- Korean traditional food cooking and visit:
- Gyeongju National Museum
- Korean traditional houses



### **7) International Buddy System (IBS)**

International Buddy System is a program hosted by the Handong Student Government to provide better opportunities for international students and Korean students to get to know one another and learn different cultures. Those who apply for IBS will be paired with a Korean student to participate in a variety of events prepared by the Handong Student Government.



### **8) Culture Night**

It is organized by international students to share global culture with Korean students (cultural performances, global food fair).





<b>Part V</b>	<b>TRAINING INSTITUTE</b>
---------------	---------------------------

## 1. GENERAL INFORMATION

### 1) About Handong Graduate School of Global Development and Entrepreneurship

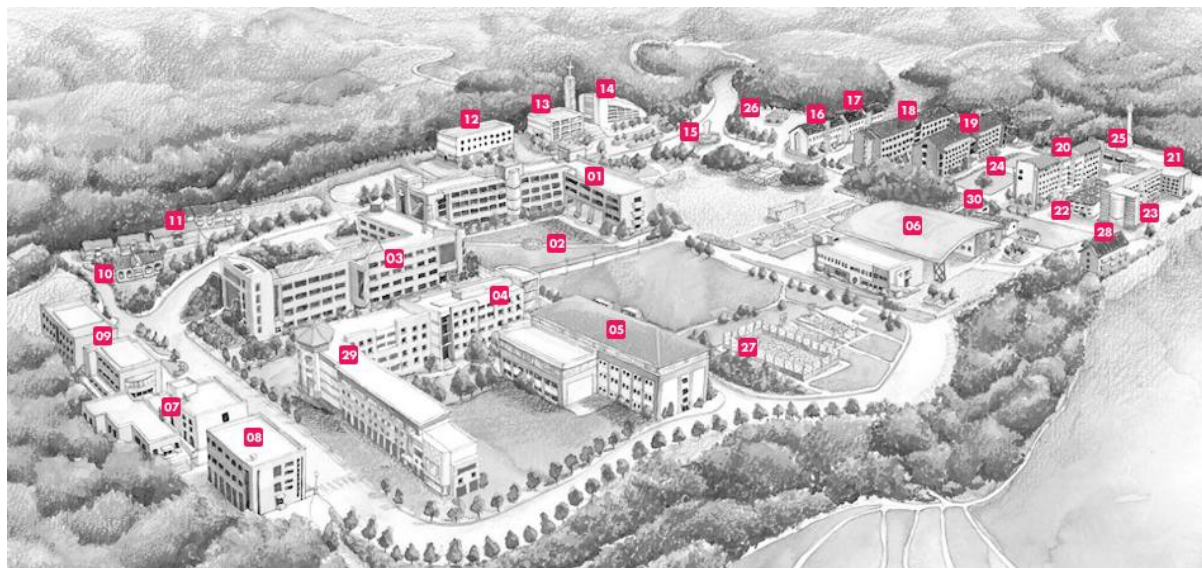
-The UN General Assembly's Open Working Group (OWG) on Sustainable Development Goals (SDGs) forwarded a proposal for the SDGs to the Assembly. The proposal contained 17 goals with 169 targets covering a broad range of sustainable development issues. These included ending poverty, and hunger, improving health and education, making cities more sustainable, combating climate change, and protecting oceans and forests. The traditional model for assisting developing countries has mainly been based on cash grant with either unprincipled or too rigid specificity. A more effective way to help developing countries would be equipping them with the ability to fish through education for global development and entrepreneurship, rather than giving them the fish caught beforehand by others.

-In January 2011, UN designated Handong Global University (HGU) as the UN Academic Impact Global Hub for Capacity Building in Higher Education Systems (<http://outreach.un.org/unai>). As a UNAI Action Program for the Global Hub of Capacity Building, HGU established the Handong Graduate School of Global Development & Entrepreneurship (HGD&E). Its main goal is to cultivate professionals who, in response to the needs of communities in developing countries, can contribute to the establishment of the indigenous and transformative capability that will lead to comprehensive and sustainable development for the communities.

## 2) Mission Statement of ‘Handong Graduate School of Global Development and Entrepreneurship (HGD & E)’

-HGD & E is to cultivate professionals who, in response to the needs of communities in developing countries, can contribute to the establishment of the indigenous and transformative capability that will lead to comprehensive and sustainable development of the communities.

### ◆Campus Map (Dormitories No. 16 ~22, 23)



- |                       |                                      |                    |                       |  |
|-----------------------|--------------------------------------|--------------------|-----------------------|--|
| 01 Hyundong Hall      | 07 Handong Techno Business Incubator | 13 Hyoam Anex Hall | 19 Creation Hall      | 25 Power Plant                               |
| 02 Vision Square      | 08 Global Green Development Center   | 14 Hyoam Chaplain  | 20 Lothem Hall        | 26 Bus Stop                                  |
| 03 Nehemiah Hall      | 09 Handong International School      | 15 HGU Stone       | 21 International Hall | 27 Hiddink Dream Field                       |
| 04 Newton Hall        | 10 HIS Dormitory                     | 16 Shalom Hall     | 22 Global House       | 28 Nicodemus House                           |
| 05 Oseok Hall         | 11 Onnuri House                      | 17 Evenezel Hall   | 23 Grace Hall         | 29 All Nations Hall                          |
| 06 Student Union Hall | 12 Global Language Center            | 18 Vision Hall     | 24 HD Square          | 30 Convenience Store (HGU Shop & Book Store) |

## **2. ACCOMMODATION**

### **1) International Hall**

-Students of Graduate School of Global Development & Entrepreneurship KOICA Course live in the International Hall for the first semester (Aug.-Dec.2016)

#### **Living Conditions**

- Dormitory
- Double occupancy
- The room includes(Private): Bed, Desk, Bookshelf, Closet, and Bathroom
- Communal Area (Sharing): Kitchen, Resting Area, Laundry room



## **2) KOICA Resident House of Handong Global University**



Students of Graduate School of Global Development & Entrepreneurship KOICA Course live in the KOICA Resident House (Jan.-Dec.2017), which is located nearby the All Nations Hall where the lectures of our graduate school are held.

### **Living Conditions**

- Apartment
- Single occupancy (Apartment with 3 or 2 bed rooms. 3 or 2 people share 1 apartment but the rooms are private)
- The rooms (Private): Bed, Desk, Bookshelf, and Closet
- Communal Area (Sharing): Bathroom, Kitchen, Living room, Laundry room



**Living Conditions**



⇒ Single occupancy

⇒ Furniture: Bed, Desk, Bookshelf, Closet  
in each room

⇒ Facilities: Bathroom, Lounge, Kitchen,  
laundry room in each house



### **3. OTHER INFORMATION**

#### **1) Lecture Rooms**



**KOICA Lecture Room 1** (All Nations Hall 414 Chamber Room)

Most of the lectures of KOICA Course are held in the ANH 414 lecture room.



**KOICA Lecture Room 2** (All Nations Hall 401)

#### **2) Seminar Room**



**HGD&E Seminar Room** (Newton Hall 411)

Various seminars related to EE & ICT Convergence Startup are held in the seminar room and this is where students of HGD & E study.

#### **3) Dining on Campus**



**Shinsegae Food, the Student Cafeteria** (SU 1st floor)

Price – 2,800 ~ 4,500KRW

\* Fixed menu among various kinds

\*Offers take outs: Bagel, Pretzel, Sandwich, Cake with choices of drinks



**Mom's Kitchen** (SU 1st floor: library side)

Price – 3,500 KRW

\*Sells hot and cold drinks, smoothies,  
and different types of cakes

\*Fixed menu between Western and Korean

\*Take out menu: Kimbap, Sandwich



**Hyoam Restaurant**

Price – 4,500 ~ 5,500KRW

\*Meal is served after 10:00 am

\*Choice of different dishes from Western to Oriental

\*It has special menu each day of the week, sells  
packed sandwiches, muffins, burritos, salads,  
drinks and different types of cakes

**4) Convenience store**



**Convenience Store & Book Store**

(Bethel Hall B1 floor) Assortment of daily necessities,  
textbooks and office supplies

### 5) Café



#### **Question Mark Café**

(SU 2nd Floor, dormitory side)

Sells different types of beverages and cakes

#### **Hisbeans Café (OH 3rd Floor)**

Sells different hot and cold beverages, waffles, rice cakes and cookies

**Int'l café** (SU 1<sup>st</sup> floor across convenient store)  
Used for Int'l students events

### 6) Students Library



#### **Student Library**

Library is located next to the Newton Hall

1<sup>st</sup> floor: Computer lab / Reference library  
Visual Media room

2<sup>nd</sup> floor: Library Lounge / Reading room

3<sup>rd</sup> floor: Group study room / Reading room



#### **Computer Labs**

There are numerous computer labs open to students at these locations:

- OH 1st floor (Scanner Installed), OH 3rd and HDH 4th floor

#### **Printing**

Most computer labs and dorms have printers that require a printer card to print. Printer cards can be purchased at the school book store.



## 7) Other Facilities



### **Student Sport Facilities**

Soccer field, Futsal field, Basketball court, Tennis court, Pool table, and Fitness center



### **Prayer Rooms**

HDH 4th floor  
SU 2nd floor (Reservation required)  
OH 4th floor  
In each dormitory



**Post Office**

(HDH Basement Vision Square side)

Office Hour: 9:00 am ~ 6:00 pm / 12:00 pm ~ 1:00 pm Lunch break

Closed Saturdays and Sundays

**8) Medical Facilities in Pohang City**

Type	Medical Facility	Location	Business Hour	Landmark	Phone Number
General	Sunlin Hospital 선린병원	Daeshin-dong, Bukgu 북구대신동	<b>Weekday:</b> 9:00~17:00 <b>Lunch:</b> 13:00~14:00 <b>Saturday:</b> 9:00~12:00	Lotte Department Store 롯데백화점	054-245-5000
	Zone Medical 존메디컬	Duho-dong, Bukgu 북구두호동	Different for each department	GS Mart	054-230-7600 054-260-7500
Orthopedics	Bukbu Orthopedics 북부정형외과	Hang-gu, Bukbu 북부항구동	<b>Weekday:</b> 9:00~19:00 <b>Saturday:</b> 9:00~17:00 <b>(Sun/Holiday)</b> 9:00~13:00	Bukbu beach, N- beach Motel 엔비치모텔	054-231-3303
Internal Medicine	Pohang Soknaegwa 포항속내과	Yangdeok-dong, Bukgu 북구양덕동	<b>Weekday:</b> 9:00~19:00 <b>Lunch:</b> 12:30~14:00 <b>Saturday:</b> 9:00~15:00 <b>(Sun/Holiday)</b> 9:00~13:00	Hanaro Club 하나로클럽	054-247-1166
	Duho Clinic 두호연합의원	Duho-dong, Bukgu 북구두호동	<b>Weekday:</b> 9:30~19:00 <b>Saturday:</b> 9:00~16:00 <b>(Sun/Holiday)</b> 9:00~13:00	Same building as Arumpille Clinic/아름필레클리닉	054-242-8855
Otolaryngology	Hana Otolaryngology 하나이비인후과	Yangdeok-dong, Bukgu 북구양덕동	<b>Weekday:</b> 9:30~19:00 <b>Saturday:</b> 9:30~16:00	Hanaro Club 하나로클럽	054-262-5676
	Hyundai Otolaryngology 현대이비인후과	Duho-dong, Bukgu 북구두호동	<b>Weekday:</b> 9:00~19:00 <b>Saturday:</b> 9:00~16:00 <b>(Sun/Holiday)</b> 9:00~13:00	Across the street from Mission Clinic	054-231-7582
Dental	O Dental Clinic 오치과	Yangdeok-dong, Bukgu 북구양덕동	<b>Weekday:</b> 9:30~19:00 <b>Saturday:</b> 9:30~16:00	Hanaro Club 하나로클럽	054-255-7553
Dermatology	Arumpille Clinic 아름필레클리닉	Duho-dong, Bukgu 북구두호동	<b>Weekday:</b> 9:3~19:00, <b>Lunch:</b> 13:00~14:00 <b>Saturday:</b> 9:3~16:00	Same building as Mission Clinic/이지현내과의원	054-251-7575
Ophthalmology	M Eye Center Zone Medical 존메디컬	Duho-dong, Bukgu 북구두호동	<b>Weekday:</b> 9:30~19:30 <b>Lunch:</b> 13:00~14:00 <b>Saturday:</b> 9:30~16:00	GS Mart	-
Pediatrics	Women's I Hospital 여성아이병원	Woohyun-dong, Bukgu 북구우현동	<b>Weekday:</b> 9:00~21:00 <b>Lunch:</b> 13:00~14:00 <b>Saturday:</b> 9:00~18:00 <b>(Sun/holiday)</b> 9:00~13:00	O-Gwangjang 오광장	054-275-0005

**\*Medical Information Center**

-The services are for all residents living in Korea so the initial call pickup will be done in Korean. If you request for English translation, a translator will be provided (contact time needed).

During the switchover time, prerecorded music and Korean will be relayed over the phone.

-Wait patiently until the switchover and then you will be able to receive a step-by-step instruction in English on the required medical condition.

Your emergency call will be translated by a 3rd translating party between you and the professional medical staff. This service is not like 119, but is a hotline for a step-by-step process of dealing with sudden ailments that may not require an ambulance (although you can request an ambulance).

**\*119 Fire & Emergency Services**

-The 119 Emergency & SOS Service is similar to the American 911 service. In case of fire or a medical emergency call this number. The service will immediately send a fire truck or an ambulance to the required location. The service is for all residents, Korean and foreign, so the pickup will be done in Korean. If you request for English translation, a translator will be provided (contact time needed). Wait patiently until the switchover and then you will be able to inform the medical staff of the patient's condition and request a fire truck or an ambulance.

**\*Campus Clinic ext.1995 Campus Clinic**

-Location: Bethel Hall 1st floor

-During the semester: 9:00 am ~ 24:00 (Mon. ~ Fri.)

-During the break: 9:00 am~ 10:00 pm (Mon. ~ Fri.)

-Lunch time: 12:00 pm~1:00 pm

-Dinner time: 6:00 pm~7:00 pm

\*Closed on Sat., Sun. and holidays

**Part VI**

**SUPPORT SERVICE**

**1. TRAVEL TO KOREA**

A. 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.

B. 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**

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

B. Tuition fee

C. Accommodation sharing a room basis (mainly the dormitory of a training institute)

D. Living & Meal allowance KRW 999,000 per month (this includes meal, books and study supplies if needed.)

E. A medical checkup after arrival and during the summer in the following year

F. Overseas travel insurance, etc.

G. 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 “New group accident insurance (2)”. 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.

#### 1) Limits of Coverage (subject to change)

- Death or Permanent Disability by Accident: KRW 100 million
- Medical Expenses by Accident: KRW 50 million
- Medical Expenses by Disease: KRW 50 million
- Death by Disease: KRW 100 million
- Liability: KRW 10 million (deductible: KRW 200,000)

#### 2) 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 check-up 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.

※ *The insurance coverage is limited to the treatment incurred within Korea.*

#### 3) Deductibles:

**Insured persons are responsible for deductibles, as described below.**

- 1) Maximum Coverage Limit per Day
  - Outpatient services: KRW 250,000
  - Medicine: KRW 50,000
- 2) Deductible per day (outpatient)
  - Clinic: KRW 10,000

- Hospital: KRW 15,000
- University hospital, level 3 hospital: KRW 20,000
- 3) Deductible per day (medicine): KRW 8,000
- 4) Dentistry and Oriental (Chinese) medicine: Uninsured items and prosthetic dentistry
- 5) Hospital treatment
  - The beneficiary is responsible for 10% of the costs.
- 6) Orthopedics
  - Equipment and consumables (e.g., wristbands and cast shoes)
- 7) Fees for issue of certificates
- 8) In the case of uninsured items and material costs, a detailed statement must be submitted.
- 9) Receipts from medical institutions or pharmacies must be submitted. Credit card receipts will not be accepted.

**Procedures, Services and Diseases Not Covered by the Insurance**

- 1) Medical check-up, vaccination, nutritional supplements, and tonic medicines
- 2) Mental disease and behavior disorder
- 3) Dental care
  - ※ *To receive dental care, prior consultation with the coordinator of KOICA is required.*
- 4) Congenital cerebropathy
- 5) Herbal remedies
- 6) Obesity
- 7) Urinary diseases: Hematuria and urinary incontinence
- 8) Diseases of the rectum and anus
- 9) Tiredness and fatigue
- 10) Freckles, hirsutism, atrichia, canities, mole, wart, pimple, and skin ailments such as hair loss due to aging
- 11) Medical expenses caused by treatments for enhancing appearance (e.g., double-eyelid surgery)
- 12) Costs that are not related to treatments and medical check-up costs that are not related to a doctor's diagnosis.
- 13) Diseases that participants already had before arrival in Korea.

<b>Part VII</b>	<b>REGULATIONS</b>
-----------------	--------------------

## 1. ACADEMIC REGULATIONS

### 1) Attendance and Absenteeism

Students are expected to attend all of the classes he / she has registered for each semester. Any student who, without a good reason, has failed to attend class for at least two-thirds of the total class hours shall be prohibited from sitting for the exam.

A. In the event a student is 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

B. 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.

### 2) Must reside in HGU residence

- Students must reside in KOICA Resident House (Former International Faculty House) of Handong Global University
- Single or double occupancy
- Living off-campus is not allowed

### **3) Must abide by residency regulations**

- Handong Global University has very strict residency regulations and all students must abide by them.
- A student who violates residency regulations will be evicted from the KOICA Resident House and he / she must return to his / her country immediately.

### **4) Examinations and Grade Evaluations**

#### **-Minimum Grade Point Average Requirement**

- Students must maintain at a minimum a B0 (80-84) grade point average. Anything below 80 points will not be acknowledged as a passing grade.

#### **- Regular Exams and Make-up Exams**

- Regular Exams: Mid-term (7th to 8th week of semester), Final (last two weeks 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 Graduate School Dean's approval to sit for the exam at another time.

#### **- Qualifications to Sit for an Exam**

- Any student who, without good reason, has failed to attend class for at least two-thirds 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.

#### **-Scholastic Performance Evaluation Method**

- Scholastic performance will be based on a 100-point scale for each course registered. Grades will be based on classroom performance (presentations, attendance) and test performance (mid-term and final exams).
- Grades will be calculated on a curve as follows:
  - A to A+: 30% of the students in the class
  - B+ to A: 40% of the students in the class
  - B and below: 30% of the students in the class



**-Evaluation Standard: Evaluation Ranking**

Grades	Score (%)	Grade Point	Grades	Score (%)	Grade Point
A+	95 - 100	4.5	P		Pass
A0	90 - 94	4.0	I		Incomplete
B+	85 - 89	3.5			
B0	80 - 84	3.0			
F	79 - 0	0			

## **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****1) Korea International Cooperation Agency (KOICA)**

- **Program Manager: Ms. SuJung Lee**  
Capacity Development Program Team
- Address: 825 Daewangpangyo-ro, Sujeong-gu, Seongnam-Si, 461-833 Gyeonggi-do Republic of Korea
- Tel: +82-31-740-0411
- Fax: +82-31-740-0684
- E-mail: gsujung87@koica.go.kr
- Homepage: <http://www.koica.go.kr>
  
- **Program Coordinator: Ms. En kyol Kim**
- Tel: +82-31-8017-2684
- Fax: +82-31-8017-2680
- E-mail: kek0107@global-inepa.org

**2) Graduate School of Global Development & Entrepreneurship, Handong Global University**

- **Section Chief: Mr. Pyeong Soo Lee**
- Dept. of Academic Affairs Sect. of Graduate School
- Address: Graduate School Administration Team, Handong Global University, 558 Handong-ro, Hunghae-eup, Buk-ku, Pohang-City, Gyeongbuk, 791-708, Korea
- Tel: +82-54-260-1201
- Fax: +82-54-260-1209
- Email: [pslee@handong.edu](mailto:pslee@handong.edu)

· **Staff of HGD&E: Ms. YeGi Jo**

- Address: Handong Graduate School of Global Development & Entrepreneurship,  
Handong Global University, 558 Handong-ro, Hunghae-eup, Buk-ku, Pohang-City,  
Gyeongbuk, 791-708, Korea
- Tel: +82-54-260-1766
- Fax: +82-54-260-1779

· **Staff of HGD&E: Ms. Kyoung Jin Yang**

- Address: Handong Graduate School of Global Development & Entrepreneurship,  
Handong Global University, 558 Handong-ro, Hunghae-eup, Buk-ku, Pohang-City,  
Gyeongbuk, 791-708, Korea
- Tel: +82-54-260-1668
- Fax: +82-54-260-1779

**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.

## HOW TO JOIN THE KOICA COMMUNITY

### 1) 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.

### 2) The KOICA FACEBOOK (<http://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.





**Appendix 3.**

**HOW TO GET TO THE ICC**

- Route: Incheon International Airport import question port, Logis & Terminal (CALT) national Airport import questions and writ
- **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

• **KOICA Counter at Incheon airport**



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

-After passing through Customs Declaration, please go to the KOICA Counter (located between exit 1~2) at Incheon Airport. At the KOICA Counter, you can get detailed information about how to get to International Cooperation Center (ICC) and purchase limousine bus ticket for City Airport, Logistics& Travel (CALT).

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

• **KOICA Counter at CALT airport**



Location : Lounge on the 1st floor of  
CALT airport  
Mobile : 82-(0)10-9925-5901

- If the limousine bus is not available due to your early or late arrival from 22:00 to 05:30.
  - Please contact the ICC reception desk  
(Tel. 031-777-2600 / English announcement service is available 24 hours daily)
  - The staff at the ICC reception desk will let you know how to use a taxi. The taxi fare from the airport to ICC is normally 90,000 Won.
- ※ KOICA will not reimburse the taxi fare if you use a taxi during the hours of 05: 30 ~ 22:00.

• **From Incheon International Airport to the ICC through CALT**

- Take a City Air limousine bus at bus stop No.4A on the 1<sup>st</sup> Floor. Buses run every 10~15 minutes between the hours of 5:30 and 22:00.
- Meet the KOICA staff at the lounge on the 1<sup>st</sup> Floor of CALT upon arrival.
- Take a car arranged by the KOICA staff to the ICC (Expected time: 20 minutes)

**"Please remember to read the Fellows' 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."

\*The schedule in PI (Program Information) can be changeable according to the KOICA and Handong Global University Schedule.