



नेपाल सरकार  
सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

सिंहदरवार, काठमाडौं  
जनशक्ति, योजना तथा विकास शाखा

फोन { ४२००५०५  
४२००२९९  
४२००३०६  
फ्याक्स नं.: ४२००३२२

पत्र संख्या:- ०७९/८०

चलानी नं:- ५१३

मिति: २०७९/१२/१६

विषय:- वैदेशिक अध्ययन/तालिम छात्रवृत्तिमा मनोनयन गर्ने सम्बन्धमा ।

श्री सबै निकाय ।

तपसिल अनुसारको अध्ययन/तालिम कार्यक्रममा निजामती सेवा ऐन, २०४९ (संशोधन सहित) को दफा ४०ख को उपदफा (३) बमोजिम गठित समितिको मिति २०७९/१२/१६ मा बसेको ३६२ औं बैठकबाट तपसिल बमोजिम निर्णय भएको हुँदा उक्त कार्यक्रममा उपयुक्त निजामती कर्मचारी मनोनयन गरी मनोनित कर्मचारीको नाम, सम्पर्क नं. र ईमेल ठेगाना आवश्यक कार्यार्थको सम्बन्धमा क्र.सं. १ देखि १२ को हकमा अर्थ मन्त्रालयको अन्तराष्ट्रिय आर्थिक सहायता समन्वय महाशाखा, क्र.सं. १३ र १४ को हकमा परराष्ट्र मन्त्रालयको दक्षिणपूर्व एसिया तथा प्रशान्त महाशाखा पठाउनुहुन साथै, मनोनयन गरिएको कर्मचारीको संकेत नं. समेत उल्लेख गरी सोको जानकारी यस मन्त्रालयमा समेत अनिवार्य रूपमा उपलब्ध गराउने व्यवस्था हुन आवश्यक कार्यार्थ पठाईएको व्यहोरा निर्णयानुसार अनुरोध छ ।

छात्रवृत्ति मनोनयनमा सम्बन्धित सेवा, समूह र श्रेणी भित्रका समावेशी महिला, आदिवासी/जनजाति, मधेसी, दलित, अपाङ्ग, पिछडिएको क्षेत्र तथा हालसम्म अवसर नपाएका र दुर्गममा सबैभन्दा बढी समय काम गरेका आधारमा कर्मचारीहरूलाई समेत प्राथमिकता दिई मनोनयन गर्नुहुन अनुरोध छ ।

तपसिल:

क्र. सं.	अध्ययन/तालिम/अध्ययन भ्रमणको विषय	सिट संख्या	कार्यक्रमको अवधि/फाराम बुझाउने अन्तिम मिति	कार्यक्रम हुने देश/संस्था	आवश्यक योग्यता वा अन्य प्रासंगिक विषय	छात्रवृत्ति वितरण गर्न प्रस्तावित निकाय र निर्णयको व्यहोरा
1.	"Trade and Industrial Policy" Master's Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/KOICA, KDI school of Public policy and Management	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	सबै निकायलाई खुला गर्ने ।
2.	"Urban Development" Master's Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/KOICA, University of Seoul	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	सबै निकायलाई खुला गर्ने ।
3.	"Agricultural Economics" Master's Degree	4(Four)	2023 Scholarship program (2 year course)	Korea/KOICA, Kangwon National university	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li></ul>	सबै निकायलाई खुला गर्ने ।



नेपाल सरकार

# सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

सिंहदरवार काठमाडौं  
जनशक्ति योजना तथा विकास शाखा

फोन { ४२००५०५  
४२००२९९  
४२००३०६  
फ्याक्स नं.: ४२००३२२

पत्र संख्या:- ०७५१८०

क्र.सं.	विषय	संख्या	प्रवेश तारीख	विश्वविद्यालय	शर्तहरू	टिप्पणी
चलानी नं.:- ५१३			April 10, 2023 (Monday)		<ul style="list-style-type: none"><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	
4.	"Agricultural Engineering" Master's Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/KOICA, Kyungpook National University	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	सबै निकायलाई खुला गर्ने ।
5.	"Sustainable Regional Development" Master's Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/KOICA, KDI School of Public Policy and Management	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	सबै निकायलाई खुला गर्ने ।
6.	"Policy Competency Based on ICT Convergence" Master's Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/KOICA, Handong Global University	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	सबै निकायलाई खुला गर्ने ।
7.	"Water Resource Management" Master's Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/KOICA, Yeungnam University	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	सबै निकायलाई खुला गर्ने ।
8.	"Energy Policy" Master's Degree	4(Four)	2023 Scholarship program (2 year course)	Korea/KOICA, Seoul National University	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li></ul>	सबै निकायलाई खुला गर्ने ।



नेपाल सरकार

# सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

सिंहदरवार, काठमाडौं

जनशक्ति योजना तथा विकास शाखा

फोन { ४२००५०५  
४२००२९९  
४२००३०६

फ्याक्स नं.: ४२००३२२

पत्र संख्या:- ००५१८०

चलानी नं.:- ५९३

			April 10, 2023 (Monday)		<ul style="list-style-type: none"><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	
9	" Global Health Security" Master's Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/KOICA, Yonsei University	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	सबै निकायलाई खुला गर्ने ।
10.	" Agricultural Production" Master's Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/Kyungpook National University	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the bachelor's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	सबै निकायलाई खुला गर्ने ।
11.	" Agricultural Production" Doctoral Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/Kyungpook National University	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the Master's degree by February 28, 2023.</li><li>Must have good command of English.</li><li>To be eligible for the KOICA Doctoral Program minimum of 3 years of experience in the field of study after graduation from KOICA master's degree program is required.</li></ul>	सबै निकायलाई खुला गर्ने ।
12.	" Global Health Security" Doctoral Degree	4(Four)	2023 Scholarship program (2 year course) / April 10, 2023 (Monday)	Korea/Yonsei University	<ul style="list-style-type: none"><li>Must be government officials and officially nominated by their government.</li><li>Should be under age of 40.</li><li>Good health.</li><li>Applicants must have obtained the Master's degree by February 28, 2023.</li><li>Must have good command of English.</li></ul>	सबै निकायलाई खुला गर्ने ।



नेपाल सरकार

# सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

सिंहदरवार, काठमाडौं

जनशक्ति योजना तथा विकास शाखा

फोन { ४२००५०५  
४२००२९९  
४२००३०६

फ्याक्स नं.: ४२००३२२

पत्र संख्या:- ०७५/८०

चलानी नं.: ५९३

					<ul style="list-style-type: none"><li>To be eligible for the KOICA Doctoral Program minimum of 3 years of experience in the field of study after graduation from KOICA master's degree program is required.</li></ul>	
13.	"Master's Degree"	not stated	Academic year 2023	Thailand/Ministry of Higher Education, Science, Research and Innovation	<ul style="list-style-type: none"><li>For further details: <a href="https://mhesi.e-office.cloud/d/2371fe19">https://mhesi.e-office.cloud/d/2371fe19</a></li><li>or contact Royal Thai Embassy, Kathmandu</li></ul>	सबै निकायलाई खुला गर्ने ।
14.	"Doctoral Degree"	not stated	Academic year 2023	Thailand/Ministry of Higher Education, Science, Research and Innovation	<ul style="list-style-type: none"><li>For further details: <a href="https://mhesi.e-office.cloud/d/2371fe19">https://mhesi.e-office.cloud/d/2371fe19</a></li><li>or contact Royal Thai Embassy, Kathmandu</li></ul>	सबै निकायलाई खुला गर्ने ।

नोट: अर्थ मन्त्रालयको च.नं. ११६९, मिति २०७९/१२/०३ को पत्र र परराष्ट्र मन्त्रालयको च.नं. SEAP/६१६७, मिति २०७९/११/२८ को पत्र र पत्रसाथ प्राप्त कागजात संलग्न गरिएको छ ।

बोधार्थ:

श्री सूचना तथा प्रविधि शाखा, सं.मा.तथा सा.प्र.म.: वेबसाइटमा अपलोड गरिदिन हुन ।

२०७९/१२/१९  
(सागर/के.सी.)  
शाखा अधिकृत



10-21

नेपाल सरकार

अर्थ मन्त्रालय

(अन्तर्राष्ट्रिय आर्थिक सहायता समन्वय महाशाखा)

प्रमुख कार्य विभाग  
७१६

पत्र संख्या:- अआससम/KOICA/२०७९/८०  
च. नं.:- ११६९

अर्थ मन्त्रालय

सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

दर्ता नं.:- ३३२९

दर्ता मिति:- २२/९

सिंहदरबार, काठमाडौं  
नेपाल।

श्री सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय,  
सिंहदरबार, काठमाडौं।

मिति: २०७९/१२/०३

अर्थ मन्त्रालय

विषय: Masters र Doctoral Scholarship Program मा मनोनयन सम्बन्धमा।

Korea International Cooperation Agency (KOICA) बाट प्राप्त Masters Scholarship Program र Doctoral Scholarship Program सम्बन्धी २०२३ मार्च १५ को पत्र यसैसाथ संलग्न गरी आवश्यक कार्यार्थ पठाएको व्यहोरा आदेशानुसार अनुरोध गर्दछु। साथै, KOICA बाट प्राप्त तपसिलका कागजात यसैसाथ संलग्न गरी पठाइएको व्यहोरा पनि अनुरोध गर्दछु।

तपसिल:

१. 2023 KOICA Scholarship Program Application Guideline, For Master or Doctoral Degree Course, March of 2023 (सेट-१)
२. Application Guidelines (सेट-१)

अज्ञा रेग्मी

(आज्ञा रेग्मी)

शाखा अधिकृत

# KOICA

## KOREA INTERNATIONAL COOPERATION AGENCY

Ref- KOICA-CIAT/2023-024/006

Date: March 15, 2023

AR  
E  
12/03

Mr. Shree Krishna Nepal  
Joint Secretary

International Economic Coordination Cooperation Division (IECCD)  
Ministry of Finance  
Singhadurbar, Kathmandu

Haischenbam  
Send it to Scholarship  
Committee  
17/3

Dear Mr. Nepal,

I have the pleasure to inform you the list of 10 new Masters Scholarship Programs and 2 Doctoral Program of Korea International Cooperation Agency (KOICA) is scheduled to organize in 2023. Enclosed herewith are the list of scholarship programs, Application Guideline, Application forms (KOICA only) and other relevant document regarding the program.

In this regards, I would like to request you to **recommend 4 eligible candidates** in each courses according to the program guideline and program eligibility criteria along with **3 sets of Application Forms (of KOICA and Application package of respective University)** and send to KOICA Nepal office until given deadline. The qualification of the applicants is explicitly explained in "2023 KOICA Scholarship Program Application Guideline for Master's Degree" enclosed with this letter. The recommended candidate has to go through series of interview including the local interview organized by the KOICA Nepal Office in order to know the motive, willingness to study. **The application submitted after the deadline will not be accepted.**

Furthermore, I would like to inform you that the above Master's courses are the open competition around the world, therefore KOICA office cannot assure about the confirmation from the University for the nomination made by the Government of Nepal. The final selection of the candidate solely depends on the applicant's performance in series of interview as well as final judgment of the respective University.

For your kind reference KOICA encourages female participation in each of its program, hence it is requested you to recommend more female participants. I thank you cooperation and support in this regards.

**KOICA**  
KOREA INTERNATIONAL COOPERATION AGENCY

With Best Regards,

한국국제협력단  
네팔사무소  
**KOICA**  
Korea International  
Cooperation Agency  
Nepal Office  
**Jeong Eun Song**  
Country Director (a.i.)  
KOICA Nepal Office

**Enclosure-** List of 2023 program, KOICA Application form, Program Information of 12 courses, Application Guideline.

**NOTE-** The soft copy of program information and Application Package of all the university is easily available in the link KOICA website (<https://www.koica.go.kr/ciat/index.do>) English webpage → Menu (Stay Connected → Notice → Scholarship Program → Application)

**Cc-**  
-Ministry of Federal Affairs and General Administration



KOREA INTERNATIONAL COOPERATION AGENCY

2023 KOICA MASTERS SCHOLARSHIP PROGRAM (Added on March 15, 2023)

S.N.	Course Title	University	Deadline
1	KDI School of Public Policy and Management	Trade and Industrial Policy	April 10, 2023 (Monday)
2	University of Seoul	Urban Development	
3	Kangwon National University	Agricultural Economics	
4	Kyungpook National University	Agricultural Engineering	
5	KDI School of Public Policy and Management	Sustainable Regional Development	
6	Handong Global University	Policy Competency Based on ICT Convergence	
7	Yeungnam University	Water Resource Management	
8	Seoul National University	Energy Policy	
9	Yonsei University	Global Health Security	
10	Kyungpook National University	Agricultural Production	

한국국제협력단  
네팔사무소

Korea International  
Cooperation Agency  
Nepal Office



# KOICA

KOREA INTERNATIONAL COOPERATION AGENCY

**2023 KOICA DOCTORAL SCHOLARSHIP PROGRAM (Added on March 15, 2023)**

S.N.	Course Title	University	Deadline
1	Kyungpook National University	Agricultural Production	April 10, 2023 (Monday)
2	Yonsei University	Global Health Security	

\*Note: To be eligible for the KOICA Doctoral Program minimum of 3 years' experience in the field of study after graduation from KOICA Master's Degree Program is required.



# **2023 KOICA Scholarship Program Application Guideline**

**For Master or Doctoral Degree Course**

**March of 2023**

**CAPACITY IMPROVEMENT & ADVANCEMENT FOR TOMORROW**

# **Table of Contents**

**1. OVERVIEW**

**2. PROGRAMS AND UNIVERSITIES**

**3. ELIGIBILITY**

**4. SELECTION PROCEDURE AND SCHEDULE**

**6. DOCUMENTS TO SUBMIT**

**7. SUBMISSION INSTRUCTION AND CONTACTS**

**8. SCHOLARSHIP BENEFITS**

# 1. OVERVIEW

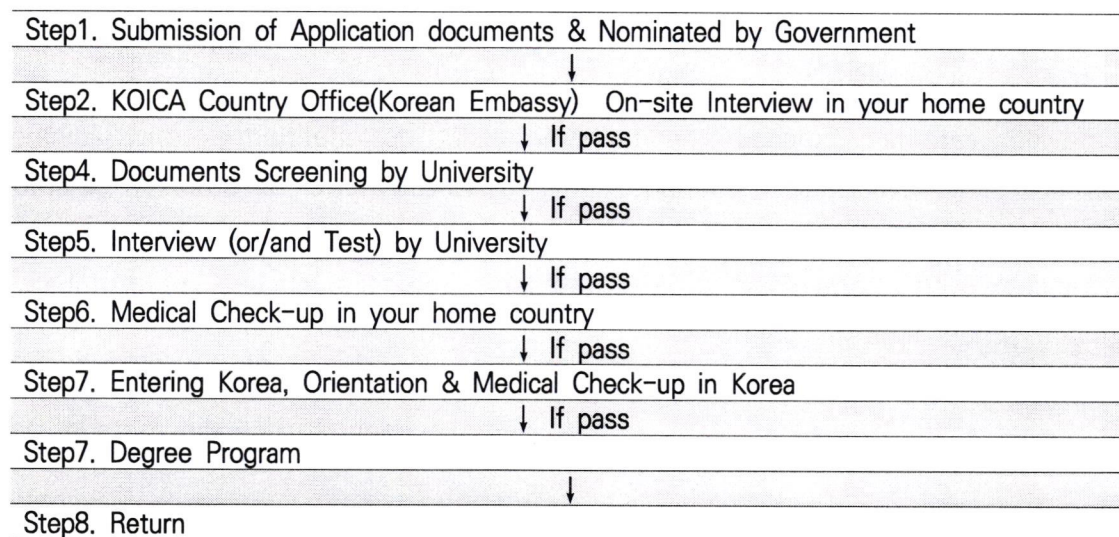
## A. About KOICA

The Korea International Cooperation Agency (KOICA), established in 1991, is a governmental agency dedicated to providing Korea's grant aid programs. KOICA aims to promote amicable, cooperative relationships and mutual exchanges with developing countries by rendering support for their socioeconomic development. KOICA has been engaging in a wide range of schemes, including the Fellowship Program, Korea Volunteer Dispatching Program, Humanitarian Assistance & Disaster Relief, Public-Private Partnership, Bilateral and Multilateral Projects etc.

## B. KOICA Fellowship Program, CIAT

Like its acronym that sounds like "seed" in Korean, CIAT hopes to spread seeds of hope across KOICA's partner countries. CIAT is a cooperation program where policy-makers, public servants, and experts from KOICA's partner countries are invited to Korea for technical training and knowledge sharing. CIAT has established partnerships with a multitude of public organizations, research institutes, universities, and others in Korea to offer quality training programs. Especially, CIAT Scholarship Programs provide various supports to partner countries' talented government officials who want to study and get a graduate degree in Korea. Such efforts have resulted in a high level of satisfaction among participants. After returning to their home countries, CIAT participants contribute not only to their societies but also to strengthen Korea and partner country's bilateral partnership.

## C. Program Procedure Summary



## 2. PROGRAMS AND UNIVERSITIES

### A. Periods

Program	Master's Degree Program	Doctoral Degree Program
Period	17 months (2023.8~2024.12.)	36 months (2023.8.~2026.7.)

### B. List of Institutions and Field of study

	Institutions	Field of Study	Quota	Location
M a s t e r	KDI SCHOOL OF PUBLIC POLICY AND MANAGEMENT	Trade and Industrial Policy	15	SEJONG
	UNIVERSITY OF SEOUL	Urban Development	15	SEOUL
	KANGWON NATIONAL UNIVERSITY	Agricultural Economics	15	CHUNCH EON
	KYUNGPOOK NATIONAL UNIVERSITY	Agricultural Engineering	15	DAEGU
	KDI SCHOOL OF PUBLIC POLICY AND MANAGEMENT	Sustainable Regional Development	15	SEJONG
	HANDONG GLOBAL UNIVERSITY	Policy Competency Based on ICT Convergence	15	POHANG
	YEUNGNAM UNIVERSITY	Water Resources Management	15	GYEONG SAN
	SEOUL NATIONAL UNIVERSITY	Energy Policy	15	SEOUL
	YONSEI UNIVERSITY	Global Health Security	15	SEOUL
	KYUNGPOOK NATIONAL UNIVERSITY	Agricultural Production	15	DAEGU
Doc toral	KYUNGPOOK NATIONAL UNIVERSITY	Agricultural Production	3	DAEGU
	YONSEI UNIVERSITY	Global Health Security	3	SEOUL
10 Master courses, 2 Doctoral Courses			156	

※ Applicants must apply to only one program among the course above.

### C. KOICA application forms and each Universities' Program Information DOWNLOAD

Please visit KOICA's CIAT website below.

Click <http://www.koica.go.kr/sites/ciat/index.do> → Menu (Stay connected → Notice)

### 3. ELIGIBILITY

#### A. Nationality

- All applicants must hold citizenship of the designated countries below. The countries\* are selected by KOICA among the OECD DAC List of ODA Recipients.

\* The list of designated countries is subject to change annually according to the policies of the Korean government or KOICA.

	List of Designated Countries
Africa (33)	Algeria, Angola, Burundi, Cameroon, Côte d'Ivoire, DR Congo, Egypt, Gabon, Ghana, Kenya, Libya, Madagascar, Morocco, Mozambique, Nigeria, Rwanda, Senegal, Sudan, Sierra-Leone, Tanzania, Tunisia, Zambia, Zimbabwe, Malawi, Gambia, The Central African Republic, Lesotho, Togo, Niger, Burkina-Faso, Benin, Mauritius, Uganda
Latin America (13)	Colombia, Dominican-Republic, Ecuador, El Salvador, Guatemala, Haiti, Honduras, Jamaica, Paraguay, Peru, Bolivia, Costa-Rica, Suriname
Middle East (3)	Jordan, Palestine, Iraq
Asia (12)	Bangladesh, Cambodia, India, Indonesia, Lao PDR, Mongolia, Nepal, Pakistan, Sri-Lanka, The Philippines, Timor-Leste, Vietnam
Oceania (11)	Fiji, Papua New-Guinea, Solomon Islands, Nauru, Samoa, Tonga, Marshall Islands, Tuvalu, Kiribati, Niue, Vanuatu
CIS (9)	Uzbekistan, Kyrgyzstan, Azerbaijan, Kazakhstan, Ukraine, Turkmenistan, Tajikistan, Belarus, Georgia

#### B. Employee Status and Government Nomination

- All applicants must be government officials and officially nominated by their governments for the KOICA Scholarship program.

#### C. AGE

- (Preferably) Under age 40 (Born after JAN 1, 1983)

#### D. Health

- All applicants must be in good health, both mentally and physically to study in Korea for the full duration of the program.
- Applicants with disabilities, but in good mental and physical health, are eligible to apply.
- Applicants with severe illness are NOT ELIGIBLE to apply.

## E. Minimum Level of Education and Field experience

Program	Minimum Level of Education	Minimum experience in the field of study
Master's	Bachelor's Degree	2 years
Doctoral	Master's Degree	3 years <b>after graduation from KOICA Master's degree program</b>

- Applicants must have obtained the required degree (minimum level of education indicated above) by **FEBRUARY 28, 2023**.
- Some programs have specific qualifications in terms of the level of education. Please Refer to the Program Information of each university.

## F. English Proficiency

- Applicants must have a good command of English both in speaking and writing. It is required to take classes conducted entirely in English and be able to write academic reports and theses in English.

## G. Restrictions

- 1) A person who has previously received a scholarship for a degree program from the Korean government is **NOT** eligible to apply
  - A person who had previously enrolled in a degree program through a Korean government-sponsored scholarship program other than the KOICA-administered scholarship program **CANNOT** apply to a Doctoral course,
  - A person who had received a **bachelor's** degree scholarship from the Korean government **CAN** apply to a master's course
- 2) A previous KOICA scholar whose scholarship was cancelled\* after their enrollment **CANNOT** apply
  - \* Cancellation of Scholarship" means a KOICA SP participant either withdrew from the program or his/her scholarship was forfeited due to cumulative warnings, etc. during their scholarship period
- 3) Applicants who apply to the KOICA Doctoral degree Program must be a scholar who successfully finished the KOICA's Master's Degree Program before 28 of February, 2020.

- An applicant who had successfully finished a master's program funded by KOICA or any other Korean government → CANNOT apply KOICA Master Program.
- An applicant who cancelled KOICA master's program → CANNOT apply for KOICA master's program nor doctoral program
- An applicant who had successfully finished the KOICA master's program → CAN apply for the KOICA doctoral degree program
- An applicant who had successfully finished a master's program funded by the Korean government other than KOICA → CANNOT apply for the KOICA Doctoral degree Program.

#### H. Preferable

- Employed by your government during and after the program (be engaged in the expertized area of your study as an official servant of your government)

#### I. University eligibility

- Applicants must meet the university's criteria that the applicant is applying for and submit all the documents that the university listed in it's Program Information.
- ※ All applicants MUST READ throughout the application guideline and Program Information.

## 4. SELECTION PROCEDURE AND SCHEDULE

Period	Procedures	Details
~ April 10. 2023	Application	<p><b>[Application package submission]</b></p> <ul style="list-style-type: none"> <li>- Application deadline (to KOICA country offices or Korean Embassy): April 10 , 2023</li> <li>- Prepare all the required documents for your admission package and fill out the 'Document Checklist'.</li> <li>- Submit the application package (including both university and KOICA application forms and other required documents) to KOICA country office or Korean Embassy by the submission date.</li> <li>- Original copies should be sent to the university before the phone interviews.</li> <li>* Deadline could be varied by location: contact the KOICA country office or if unavailable the Korean embassy</li> </ul>
~ April 21. 2023	On-site Interview	<ul style="list-style-type: none"> <li>- Participate in an on-site interview by the KOICA country office or Korean Embassy. If an applicant lives in a country where the KOICA country office or Embassy does not exist or lives far from the capital city, he / she can be interviewed by phone after consulting with the KOICA Country office or Embassy.</li> </ul>



-April 21	(KOICA)	-The KOICA Country office or the Korean Embassy will send the result of the interview and related documents to KOICA HQ: April 21
-May 19	Document Screening (University)	<b>[1st round: Document Screening]</b> -Applicants nominated by the KOICA Country office or Korean Embassy as a result of the on-site interview and have submitted their application packages are considered for document screening. -University conducts document screening.
MAY 19	Result of Document Screening	-The result of the 1 <sup>st</sup> round selection will be announced to the applicants.
		[Preparation for the 2nd round]
		- Details of the interview including the interviewee list will be sent to the applicant by the university and interview arrangements will be made respectively.
MAY 19 ~JUNE 12.	Interview (University)	<b>[2nd round: Phone Interview]</b> - University conducts the second round (interview) according to the interview schedule. - Schedule for an interview will be notified individually by the University with 2-3 days' notice in advance. * Essay tests are mandatory for some universities. - KOICA HQs announces the result of interview to the KOICA country office or Korean Embassy: June 16
June 19~ July 7	Medical Checkup (Local)	<b>[3rd round: Medical Check-up]</b> - Applicants who successfully pass the 2nd round must take the Medical Check-up at the designated institution. - The detailed guideline for medical check-up and a list of the designated medical institution will be notified after passing the interview successfully. - Examination cost, Transportation, and accommodation fees will NOT be reimbursed. - KOICA will not pay for the treatment necessary after the examination.
July 10		KOICA HQs announces the result of the Medical Checkup.
July 10~	Admission Notification	- Admissions results will be notified to the KOICA country offices or the Korean embassy. - KOICA informs the participants of their scheduled entry to Korea.
August	Entry to Korea (Medical check-up in Korea. Etc.)	
August~ Semtember	Applicants who pass the Medical check-up in Korea, can enter the degree course.	

## 5. DOCUMENTS TO SUBMIT

### A. List of KOICA Application Documents

1) KOICA Application Forms (Part1~Part4)

※ Applicant's English name MUST match the name on their passport

※ Any discrepancy in the applicant's name (family, given, middle name) will cause a delay in visa processing

2) The letter of Recommendation from the applicant's government

3) A scanned copy of an applicant's valid passport\*

\* Until the expected date of return

\* An applicant who has a valid passport but not until the end of the Program, is recommended to renew it before he/she departs home country.

### B. List of University Application Documents

1) University Application form

2) Others *\* Please Refer to Program Information on KOICA CIAT Website. (Refer to Page 2)*

#### <IMPORTANT NOTE>

- ◆ Required certificates such as degree certificates or diploma
  - Documents written in English : must be apostilled or consular confirmed.
  - Documents written in other languages: ①documents written in a language other than English or Korean must be submitted together with a certified translation. ②obtain an apostille or consular confirmation on either the original document or certified translation.
  - If your document is unable to be re-issued, please keep the original and obtain an apostille (or consular confirmation) on a notarized copy.
- ◆ Documents to complete such as the Application form
  - All forms must be typed in English with the applicant's original handwritten signature.
    - ※ DO NOT WRITE IN CURSIVE.
    - ※ No need to be apostilled or consular confirmed.
- ◆ Applicants must check the completeness and authenticity of all application documents
  - ※ If your country belongs to one of the member countries for the Apostille Convention, submit your required certificates" with apostille.
  - ☞ To find your country on the list, visit the website below  
<https://www.gscca.org/notary-and-apostilles/hague-apostille-country-list>
- ◆ For applicants who submit false documents, the Institution where the applicant belongs will be restricted from recommending new applicants for three years as penalties.

## 6. SUBMISSION INSTRUCTION & CONTACTS

A. General inquiries : koica.sp@koworks.org

### B. Online System or Email Submission of UNIVERSITY Application Documents

Program	University	Inquiries	submission
Trade and Industrial Policy	KDI SCHOOL OF PUBLIC POLICY AND MANAGEMENT	internationaladmissions2@kdis.ac.kr	<a href="https://gradnet.kr/kdis/main">https://gradnet.kr/kdis/main</a>
Urban Development	UNIVERSITY OF SEOUL	murd@uos.ac.kr	<a href="http://isus.uos.ac.kr/isus/iudp/iudp_agree.do">http://isus.uos.ac.kr/isus/iudp/iudp_agree.do</a>
Agricultural Economics	KANGWON NATIONAL UNIVERSITY	yhlee0709@kangwon.ac.kr	gaem@kangwon.ac.kr
Agricultural Engineering	KYUNGPOOK NATIONAL UNIVERSITY	hyo131@daum.net	iird@knu.ac.kr
Sustainable Regional Development	KDI SCHOOL OF PUBLIC POLICY AND MANAGEMENT	internationaladmissions2@kdis.ac.kr	<a href="https://gradnet.kr/kdis/main">https://gradnet.kr/kdis/main</a>
Policy Competency Based on ICT Convergence	HANDONG GLOBAL UNIVERSITY	gde@handong.edu	gde@handong.edu
Water Resource Management	YEUNGNAM UNIVERSITY	pspsapply@yu.ac.kr	pspsapply@yu.ac.kr
Energy Policy	SEOUL NATIONAL UNIVERSITY	koica.snu@gmail.com	koica.snu@gmail.com
Global Health Security	YONSEI UNIVERSITY	ghsa2023mphd@gmail.com gsphyonsei2021@gmail.com	<a href="https://yadmis.yonsei.ac.kr/com/lgin/SsoCtr/initPageWork.do?requestTimeStr=1671061590803">https://yadmis.yonsei.ac.kr/com/lgin/SsoCtr/initPageWork.do?requestTimeStr=1671061590803</a>
(Doctoral) Global Health Security	YONSEI UNIVERSITY	ghsa2023mphd@gmail.com gsphyonsei2021@gmail.com	ghsa2023mphd@gmail.com
Agricultural Production	KYUNGPOOK NATIONAL UNIVERSITY	durikwon@gmail.com	iird@knu.ac.kr
(Doctoral) Agricultural Production	KYUNGPOOK NATIONAL UNIVERSITY	durikwon@gmail.com	iird@knu.ac.kr

C. Application & Documents Original Submission : KOICA country Office or Korean Embassy (Please refer to annex X) by 10<sup>th</sup> of April.

- KOICA document and the University document should be sealed separately in a different envelope.
- Application documents must be submitted in the order of the "Application Checklist." which itself should be the front cover of a set of application documents. Please number and label each document on the top right corner.

## ◁IMPORTANT NOTE▷

### ◆ HOW TO SUBMIT (ORIGINAL COPY)

- Use two envelopes and write the information you are applying for in English on each envelope.

#### ※ EXAMPLE

<KOICA> UNIVERSITY COUNTRY / NAME Program title	<University> UNIVERSITY COUNTRY / NAME Program title
----------------------------------------------------------	---------------------------------------------------------------

## 7. SCHOLARSHIP BENEFITS

Categories	Benefits	Note
Air Fare	Economy class flight ticket (Based on actual expense)  *At the time of initial entry/final departure	During the program, expense caused of Participant's fault will not be covered.  If a participant wants to change the flight itineraries, they should pay the additional airfare.
Settlement Allowance	(Master) KRW 600,000 (Doctoral) KRW 1,200,000 /ONCE	KOICA→University→Participant
Monthly Allowance	KRW 999,000 Per month	KOICA→University→Participant
Tuition	Full amount	KOICA→University
Extracurricular Activities*	*Part of the expenses needed for study visits, workshops, Korean language classes and others, except for regular classes	KOICA→University
Accommodation	Universities Dormitory	KOICA→University Condition varies depending on Universities
Scholarship Completion Grants	(Master) KRW 300,000 (Doctoral) KRW 600,000 /ONCE	KOICA→University→Participant Before Departure
National Health Insurance	Appox. KRW 79,210 Per month	KOICA→University
Private Medical Insurance	Unexpected accidents or illnesses (benefit may differ to each case)	KOICA→University

〈IMPORTANT NOTE〉

- ◆ KOICA only provides the expenses above. Visa expenses, stopover expenses, local transportation , and other miscellaneous expenses will not be covered.
- ◆ The participant is responsible for the issuance of an appropriate visa (which must be the 'Study Abroad Visa [D-2-3]) necessary for this Scholarship Program.
- ◆ Scholarship benefits may change under KOICA Scholarship rules and regulations
- ◆ For more Information, please refer to the fellows' guidebook on the CIAT Website.

/END/

## Application Guidelines

**In completing the attached application form, please be advised to:**

- a. Carefully read your **Application Guideline(AG)** and **Program Information(PI)** prior to completing the application form;
- b. Application should be typed, not handwritten, except for your signature; handwriting is not acceptable. Fill in the form in English;
- c. Fill in the form in **English**;
- d. Be sure to fill in **every part** of the form;
- e. Send the completed form to the KOICA Office in your country or the Embassy of Korea (if the KOICA Office is not available) together with a **copy of your passport**; and
- f. Be reminded that your participation may be denied if you fail to provide the required information and documents completely and on time.

### Application Checklist

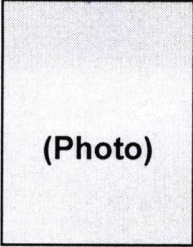
Items	Page No.	Check(√) if completed
a. Filled in every item of Applicant Information	2-4	
b. Ticked agree/disagree box for (a) <b>Agreement on Collection and Use of Personal, Sensitive, and Unique Identifying Information</b> , (b) <b>Consent to Provide Personal, Sensitive and Personally Identifiable Information to a Third Party</b> and (c) <b>Agreement on Use of Personal Information for Sending Promotional Materials</b>	5-9	
c. Thoroughly read <b>Scholarship Program Guideline</b> and <b>Code of Conduct</b>	9-13	
d. Signed the <b>declaration</b> for terms and conditions	13	
e. Signed and filled in every part of <b>Medical History Questionnaire</b>	14	
f. Had an authorized official from your government to complete and sign the <b>Nomination</b> form	15	
g. Have a <b>copy of passport</b> ready for submission	-	

***This is to certify that I have completed every part of the application form to apply for the KOICA Scholarship Program.***

Date: \_\_\_\_\_ Applicant's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

## Application Form for the KOICA Scholarship Program

This form is to be used to apply for the Scholarship Program of the Korea International Cooperation Agency (KOICA), which is implemented as part of the Official Development Assistance Program of the Government of Korea. Please complete the application form and consult with your respective country's KOICA Office - or the Embassy of Korea in charge of your country, if the former is not available - for further information.



### PART 1. APPLICANT INFORMATION (to be completed by the applicant)

#### I. PROGRAM OF APPLICATION (as in the Program Information)

<b>Program Title</b>	
<b>Name of Degree</b>	
<b>Duration</b>	from _____ to _____ (DD-MM-YYYY)

#### II. PERSONAL DATA

<b>Name</b> (as in the passport)	<b>First Name</b>				
	[Grid for First Name]				
	<b>Middle Name</b>				
	[Grid for Middle Name]				
<b>Family Name</b>					
[Grid for Family Name]					
<b>Date of Birth</b>	Day		Month		Year
<b>Sex</b>	<input type="checkbox"/> Male <input type="checkbox"/> Female		<b>Airport of Departure</b>		
<b>Nationality</b>			<b>Religion</b>		
<b>Home Address</b>					
<b>Contact Information</b> (Including Country Code)	Telephone		Fax		
	Mobile		E-mail		
<b>Emergency Contact</b>	Name		Relation		
	Telephone		E-mail		
<b>Emergency Contact (2)</b>	Name		Relation		
	Telephone		E-mail		

#### III. CURRENT EMPLOYMENT

<b>Organization</b>				
<b>Department</b>				
<b>Present Position</b>			<b>Employment Duration</b>	from _____ to present (MM-YYYY)
<b>Type of Organization</b>	Government	<input type="checkbox"/> Central <input type="checkbox"/> Local		
	Institution	<input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> International <input type="checkbox"/> NGO		
	Others	(Please specify)		

<b>Job Description</b>	Describe your main duties. Specify any technical equipment or facilities you work on with if applicable.
	Describe any themes, topics and places of interest you would like to see in the Program related to your tasks mentioned aforesaid.
	Elaborate on organizational setback or challenges that you wish to address through the Program.
	Elaborate on your plans to apply the lessons learned from the Program to your organization.

**VI. CAREER RECORD**

**Career Background (Past 5 Years)**

Organization	Department	Position / Responsibilities	Period (MM-YYYY)	
			From	To

**Educational Background (Higher Education)**

Institution	City / Country	Field of Study and Degree	Period (MM-YYYY)	
			From	To



Previous Attendance to Training Program in Foreign Countries				
Have you previously attended any courses sponsored under programs of Korea (KOICA) or of other countries?				<input type="checkbox"/> Yes <input type="checkbox"/> No
				If yes, please specify as below
Training Institute	City / Country	Course Title	Period (MM-YYYY)	
			From	To

**V. LANGUAGE PROFICIENCY**

Native Language : \_\_\_\_\_

**English**

	Excellent	Good	Fair	Basic	Remarks
Listening					
Speaking					
Writing					
Reading					

Other Languages (please specify) : \_\_\_\_\_

	Excellent	Good	Fair	Basic	Remarks
Listening					
Speaking					
Writing					
Reading					

1. Excellent: Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.
2. Good: Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.
3. Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.
4. Basic: Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

**IV. OTHERS**

<b>Restriction on Food/Behavior/ Medication</b>	Any restrictions on food, behavior, or medication due to health or religious reasons?			
	<input type="checkbox"/> NO	<input type="checkbox"/> YES >>	<input type="checkbox"/> No Beef	<input type="checkbox"/> No Pork <input type="checkbox"/> No Fish
		<input type="checkbox"/> Others(	)	

## PART 2. TERMS & CONDITIONS

Applicants should read, abide by, and respect the following terms and conditions. Failure to abide by the followings may result in dismissal from the program and report to applicant's government and employer.

### I. PRIVACY & COPYRIGHT POLICY

- a. Any information used for identifying individuals that is acquired by KOICA will be stored, used and/or analyzed only within the scope of KOICA activities, and in accordance with KOICA policy and regulations.
  - **Personal Information Collected** : Name, date of birth, sex, nationality, home address, contact information, emergency information, employment information including organization/department/type of organization/employment status, career background, language proficiency
  - **Purpose** : Implementation and promotion of the KOICA Fellowship Program, identification of participants, record keeping, supporting KOICA Club activities, and strengthening the partnership between Korea and Partner Countries
  - **Retention Period** : 3 years for hard copy / permanent preservation for soft copy
- b. KOICA may provide and disclose the collected information aforesaid to a third party in accordance with KOICA policy and regulations, with the relevant laws of Korea, or upon the request from the Government of Korea.
- c. KOICA reserves the right to use all the documents or products produced by participants for the purpose of the Fellowship Program (e.g. country report, action plan, thesis, essay, etc.) including their duplication, translation, distribution, and/or posting on websites (KOICA website and/or other websites related to Korean ODA (Official Development Assistance)).
- d. KOICA takes measures required to prevent leakage, loss, or destruction of acquired information. Should you wish to inquire further about KOICA's privacy policy and personal information management, please contact the program manager via the contact information provided in your Program Information (PI).
- e. If you do not approve of the above conditions, you may also refuse to agree. However, please be informed that there may be limitations to your participation to the KOICA Fellowship Program if you do not agree with the above conditions.

Agree

Disagree

Date:

Name:

Signature:

## Consent to Provide Personal Information to a Third Party

According to Article 17 of the Personal Information Protection Act, KOICA would like to obtain your consent to the following on the provision of personal information to a third party.

The recipient of personal information	Purpose of use	Provided particulars of personal information	Term of retention and use
Koworks	checking personal information and qualifications for recruitment and selection, operation of training programs, records and performance management, management of participants including immigration and sojourn support, on/offline KOICA Club activities, database management, responding to audit, follow-up	name, date of birth, gender, nationality, contact info (emergency contact included), affiliation/position, work experience and qualifications, email, SNS/messenger ID	For 5 years from termination of work
		address, academic background, photos, bank account info/bankbook copy	destroyed upon termination of work
Training institute (university) <sup>1</sup>	operation of training programs, records management, on/offline KOICA Club activities, database management, follow-up, sojourn support	name, date of birth, gender, nationality, contact info (emergency contact included), affiliation/position, work experience and qualifications, academic background, photos, email	for 5 years from termination of work
		address, family information (parent info, etc.)	destroyed upon termination of work
Insurance Company <sup>2</sup> (DB Insurance Co.,Ltd.	(registration) insurance purchase and roster management (compensation) document screening and claims management	name, gender, date of birth, bank account info/bankbook copy, nationality, contact info(emergency contact info included), alien registration number	(registration) 3 years (compensation) 5 years
Travel Agency <sup>3</sup> (Hana Tour Travel Agency / HanaTour-Business Travel Agency /Hyundai Dream Tour Agency)	flight reservations and ticketing, performance management, etc.	name, date of birth, gender, nationality, passport info	destroyed upon termination of work

<sup>1</sup> Cooperative partners of KOICA, on consignment for the Capacity Enhancement Training Programs (government agencies, public institutions, research institutes, universities, etc.)

<sup>2</sup> Insurance company is subject to change upon the contract termination

<sup>3</sup> Travel Agency is subject to change upon the contract termination

Self-quarantine facility <sup>4</sup>	self-quarantine support	name, date of birth, gender, email, contact info (emergency contact included), nationality, passport info	destroyed upon termination of work
KOICA designated Hospital	conducting medical check-ups for participants	name, date of birth, gender, nationality,	10 years

You have the right to disagree to the provision of the above personal information. However, should you disagree, be informed that there may be restrictions to KOICA's support such as visa issuance, immigration management, arrangement of flights and accommodations, KOICA Club activities, insurance and medical services; and to your participation in KOICA's training programs.

Agree

Disagree

### Consent to Provide Sensitive Information to a Third Party

According to Article 23 of the Personal Information Protection Act, KOICA would like to obtain your consent to the following on the provision of sensitive information to a third party.

The recipient of personal information	Purpose of use	Provided particulars of personal information	Term of retention and use
Koworks	checking personal information and qualifications for recruitment and selection, operation of training programs and performance management, management of participants including immigration and sojourn support	religion, health information (medical history), treatment records (detailed statement of treatment, doctor's note)	destroyed upon termination of work
Training Institute (university)	operation of training and sojourn support	religion, health information (medical history), treatment records (detailed statement of treatment, doctor's note)	destroyed upon termination of work
Insurance company (DB Insurance Co.,Ltd.)	(registration) insurance purchase and roster management (compensation) document screening and claim payment management	treatment records (detailed statement of treatment, doctor's note, etc.)	(registration) 3 years (compensation) 5 years

<sup>4</sup> An accommodation facility where you will stay during the mandatory self-quarantine when you get into Republic of Korea

KOICA designated Hospital	conducting medical check-ups for participants	health information (medical history, etc.)	10 years
---------------------------	-----------------------------------------------	--------------------------------------------	----------

You have the right to disagree to the provision of the above sensitive information. However, should you disagree, be informed that there may be restrictions to KOICA's support such as visa issuance, immigration management, arrangement of flights and accommodations, KOICA Club activities, insurance and medical services; and to your participation in KOICA's training programs.

Agree       Disagree

### Consent to Provide Personally Identifiable Information to a Third Party

According to Article 24 of the Personal Information Protection Act, KOICA would like to obtain your consent to the following on the provision of personally identifiable information to a third party.

The recipient of personal information	Purpose of use	Provided particulars of personal information	Term of retention and use
Koworks	immigration and sojourn support such as flight arrangements and insurance claims	passport number, alien registration number	destroyed upon termination of work
Training Institute (university)	immigration and sojourn support, Data management and certificate issuance	passport number, alien registration number	for 5 years from termination of work
Insurance company (DB Insurance Co.,Ltd.)	(registration) insurance purchase and roster management (compensation) document screening and claim payment management	passport number, alien registration number	(registration) 3 years (compensation) 5 years
Hana Tour Travel Agency / HanaTour-Business Travel Agency / Hyundai Dream Tour Agency	flight reservations and ticketing, performance management, etc.	passport number	destroyed upon termination of work

You have the right to disagree to the provision of the above personally identifiable information. However, should you disagree, be informed that there may be restrictions to KOICA's support such as visa issuance, immigration management, arrangement of flights and accommodations, KOICA Club activities, insurance and medical services; and to your participation in KOICA's training programs.

Agree       Disagree

## Agreement on Use of Personal Information for Sending Promotional Materials

According to Article 15 of the Personal Information Protection Act, KOICA would like to obtain your consent on using your personal information as below for sending promotional materials relating to KOICA's services and activities.

Personal Information Used	Purpose of use	Term of retention and use
name, nationality, email address	sending COVID-19 Information hub weekly briefing	3 years

You have the right to disagree to the use of the above personal information if you do not wish to receive KOICA's promotional information.

Agree                       Disagree

Date:                                      Name:                                      Signature:

## II. SCHOLARSHIP PROGRAM PARTICIPANT GUIDELINE

### 1. Purpose

This guideline aims to provide necessary guidance to help create a sound environment for the study of participants under the KOICA Scholarship Program.

### 2. Definition of Terms

The terms used in this guideline are defined as follows.

- 2-1. "KOICA", a Korean organization dedicated to ODA, is in charge of the Scholarship Program, entrusting it to universities and providing funding.
- 2-2. "Scholarship Program (SP)", one of the Fellowship Programs provided by KOICA, refers to the master's or Ph.D. program, aiming to nurture key leaders who can contribute to economic and social development of partner countries.
- 2-3. "University" refers to the university that is entrusted by KOICA to operate and be responsible for the SP.
- 2-4. "Participants" refer to individuals participating in the SP under government nomination of partner countries. Upon enrollment, the participants are entitled to be provided with adequate support as students of the university, and bear the corresponding responsibilities.

### 3. Entering and Staying in Korea

- 3-1. Participants are not allowed to accompany their family members.  
 \*If necessary, doctorate program fellows may be accompanied by family members after 6 months of the fellow's entry to Korea (subject to prior approval by KOICA and the university). Family members of participants are not allowed to work or engage in any profit-making activities in Korea, and KOICA and the university will not provide them with any support (both financial and administrative).
- 3-2. It should be noted that only the person whose name appears in the invitation letter sent by KOICA is considered as a program participant. No others will be given any support and amenities when entering and staying in Korea.
- 3-3. KOICA shall not be held responsible for any undertakings or consequences arising from the non-compliance of 3-1 and 3-2.

### 4. Leaving Korea

- 4-1. Participants shall leave Korea on the designated date of departure (in most cases, the course termination date). However, on exceptional cases such as pandemic, participants may be asked to leave earlier than the expected date of departure.
- 4-2. If a participant loses his or her status as a KOICA participant pursuant to Item 5 of this Guideline, "Dismissal of Participant Status", he or she shall leave Korea within 3 days from the date the dismissal is decided.
- 4-3. If a participant has to extend his or her stay in Korea, or leave for a third country other than his or her home country, due to inevitable circumstances, a written approval from the home government (an official letter from the ministry to which he or she belongs) should be submitted to the KOICA head office through the KOICA overseas Office or the Korean embassy in the home country.
- 4-4. Relevant expenses incurred due to Guideline 4-3 shall be borne by the participant.

### 5. Dismissal of Participant Status

- 5-1. Participants will lose their status as SP participants if they commit any of the following acts or fall under any of

the situations described below.

- ① Falsifying statements on any of their application documents or providing false information in their application documents
- ② Receiving serious disciplinary actions, such as suspension or expulsion from the university
- ③ Violating the Korean law
- ④ Temporarily leaving Korea more than once without permission
- ⑤ Involved in any political activities
- ⑥ Violation of the agreement with KOICA
- ⑦ Failure to follow the decisions made by KOICA regarding the program intentionally
- ⑧ Behaving disgracefully as a participant of a SP
- ⑨ Withdrawal from the program before completion
- ⑩ Failing to leave Korea within the given time frame as stated in 4 of this guideline Leaving Korea

5-2. If a participant loses his or her status as a KOICA SP participant, KOICA will notify the head of the Korean diplomatic establishment abroad and the government of the participant's home country of the fact.

## 6. Leaving Korea during the Program

6-1. If a participant intends to return to his or her home country during the course of the program, due to unavoidable reasons such as serious illness, domestic affairs, or an urgent summoning from the home government, he or she must acquire prior approval from the university with the following documents.

- ① A copy of the medical certificate (for sickness leave)
- ② Letter of explanation
- ③ Any other documents required by the university

6-2. If a participant has to return to his or her home country due to his or her own fault, and not for any of the reasons listed in 6-1 of this guideline, KOICA will notify the participant's original place of employment and the home government of the fact. The participant may not re-apply for any KOICA training programs in the future.

## 7. Temporary Leave

7-1. If a participant intends to leave Korea temporarily during the vacation, he or she must obtain approval from the university with the following documents by the date set by the university.

- ① Letter of confirmation from the advisor
- ② A copy of a round trip airline ticket
- ③ A copy of traveler insurance (when traveling to a third country)
- ④ Any other documents required by the university

7-2. Temporary leave during the semester (including during summer and winter schools and orientation programs) is not allowed. Exceptions will be made only for inevitable reasons, such as death of family member or a marriage of the participant. Even in these cases, a prior approval must be obtained from the university and KOICA.

7-3. For the days of the temporary leave, daily allowance will be deducted for each day of the leave (including days of departure and re-entry) and there will be no exception for deduction.

7-4. In case of death of an immediate family member (only for participants' own parents, spouse, and children), KOICA will support round-trip air-ticket for temporary leave with the following documents :

- ① a family death certificate
- ② a confirmation letter by a professor
- ③ a family relation certificate issued by government
- ④ a travel insurance certificate

## 8. Scholarship Payment and Receipt

8-1. All matters regarding the payment and receipt of scholarship shall be defined by KOICA.

8-2. Scholarship may not be given out under the following cases. However, if KOICA acknowledges the inevitable nature of the matter of the participant's withdrawal from the SP, he or she may receive support for his or her return.

- ① Failure to leave Korea within the given time frame, for reasons other than inevitable reasons for departure stated in 4-3 of this guideline
- ② Dismissal of a KOICA participant status as stated in 5. Dismissal of Participant Status
- ③ Withdrawal and leaving Korea during the program for reasons other than what is stated in 6-1

#### **9. Notification of Re-entry**

If a participant re-enters Korea within the allowed period for a temporary leave, the participant shall report his or her re-entry to the person in charge at the university.

#### **10. Notification of Changes in Contact Information**

If there are any changes to the contact information of a participant, the change must be reported immediately to the university

#### **11. Internships**

11-1. Participants must follow the regulations regarding internship, in order to guarantee full commitment to SP and create a "study-first" environment.

- ① Participants must give first priority to their studies over any other activity.
- ② Internship activities related to research and academic activities of a participant's area of studies, are allowed upon approval of the university.

11-2. If a participant earns more than KRW 20,000 a day from the internship, any exceeding amount will be deducted from his or her daily allowance.

#### **12. Applicable Provisions**

For any other matters not stipulated in this guideline, the academic regulation of the participant's registered university shall be applied.

### **III. CODE OF CONDUCT**

#### **1. Purpose**

The Code of Conduct for participants of the KOICA Scholarship Program (hereafter "Code of Conduct") aims to provide both ethical and behavioral standards for the participants to ensure the successful completion of the KOICA Scholarship Program (hereafter "SP").

#### **2. Application and Compliance**

This Code of Conduct applies to all participants of the KOICA SP.

#### **3. Academic Performances**

- 3-1. Participants follow the instructions and guidance provided by the professors and faculty of the university that they have enrolled in (hereafter "university") to facilitate their studies.
- 3-2. Participants faithfully attend their university classes and become fully involved in their studies in accordance with the regulations and guidelines of the universities.
- 3-3. In order to ensure appropriate academic achievement, temporary leave or travel to a third country during the course of the semester is, in principle, not allowed. For temporary leave or travel to a third country during the summer and winter vacations, a participant must gain approval from the university. However, if there is a seasonal semester during the vacations, temporary leave or travel to a third country is not allowed.
- 3-4. Participants shall not seek employment or commercial activities for personal gains, except for internship programs approved by the university.

#### **4. Program Outcome**

Participants shall return to their organization of origin upon the completion of SP and try to apply knowledge and skills they acquired from SP to contribute to the development and advancement of their home country.

#### **5. Health Management**

Participants are recommended to make efforts to stay healthy by working out regularly and seeking medical care if necessary. If and when participants experience a deterioration in health that may require care from medical professionals, they must report such medical issue to the university to get necessary help.

#### **6. Safety Measures**

6-1. Participants must refrain from visiting places that may be dangerous, or getting involved in acts that may cause



safety accidents. For any damages caused by voluntary actions that violate the Code of conduct, the participant in question shall bear full responsibility.

- 6-2. If and when accidents or situations occur that may put participants at risk, SP participants shall immediately report the matter to the university to seek necessary help. However, if it is found and determined that SP participants are responsible for the occurrence of the reported accident or situation, whether intentionally or otherwise, the university may take disciplinary actions against SP participants in accordance with their relevant regulations, after the resolution of such accident or situation.

#### **7. Policy on Misconduct**

- 7-1. Participants shall always behave, act and speak responsibly and honorably, recognizing that their words and actions represent the university and KOICA as well as the country of their origin.  
7-2. Participants shall refrain from accessing inappropriate establishments that could impair their dignity.

#### **8. Discriminatory Actions and Sexual Harassment**

- 8-1. Participants shall complete mandatory courses designed to prevent discrimination and sexual harassment provided by KOICA and the university and shall act accordingly.  
8-2. Participants shall not engage in any aggressive or insulting behavior or use of words of discrimination against gender, religion, disabilities, age, nationality, physical appearance, marital status, family status, ethnicity, political opinion or sexual orientation.  
8-3. Participants shall not engage in any sexual harassment including sexually oriented jokes or innuendos, unwelcome invitation for outings, unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature.  
8-4. Participants shall be cognizant of the fact that sexual harassment herein is defined in accordance with international norms and standards. It is to be noted that sexual harassment shall be judged and determined on the basis of claims and feelings of victims, not the intent of the behavior.  
8-5. Participants shall also acknowledge that both discriminatory actions or sexual harassment shall not only be regarded as cause for disciplinary actions including dismissal from the SP, according to rules and regulations, but also be subject to legal actions under the Korean law. 8-6. It is strongly recommended that participants who fall victim of or witness to any act of discrimination or sexual harassment must immediately report the case to the university and seek assistance.

#### **9. Prohibition of Political Activity**

Participants shall not take part in any political activity, such as supporting a certain political group or getting involved in any political movements.

#### **10. Compliance with the Regulations of the University and KOICA**

- 10-1. Participants shall fully comply with the academic regulations of the university and guideline of KOICA.  
10-2. If a participant violates any of the regulations of the university or KOICA, the participant shall be subject to disciplinary measures, as stipulated in such regulation.

**IV. DECLARATION**

I, \_\_\_\_\_, of \_\_\_\_\_  
(name of applicant) (name of country)

certify that the statements I made in this form are **true and correct** to the best of my knowledge.

If accepted for the program, I agree to **respect SP Participant Guideline and Code of Conduct** set forth above.

If I fail to comply the terms and conditions of KOICA Scholarship Program,

I will **accept any penalties and consequences** including dismissal from the Program  
and report to my government and/or employer.

Date: \_\_\_\_\_ Applicant's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

### PART 3. MEDICAL HISTORY QUESTIONNAIRE

#### MEDICAL HISTORY QUESTIONNAIRE (to be completed by the applicant)

##### 1. Present Status

a. Do you currently use any drugs for the treatment of a medical condition? (give name & dosage)

<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Name of Medication ( _____ ), Quantity ( _____ )
-----------------------------	----------------------------------------------------------------------------------

b. Are you pregnant? (female only)

<input type="checkbox"/> No	<input type="checkbox"/> Yes >> ( _____ months )
-----------------------------	--------------------------------------------------

c. Please indicate any needs arising from disabilities that may require additional support or facilities.

( _____ )
<i>Note: Disability does not lead to dismissal or exclusion from the Program. However, upon the situation, you may be directly inquired by the KOICA Program Manager for more detailed account of your condition.</i>

##### 2. Medical History

a. Please fill in if there is any disease you currently have and had in the past.

(If hospitalized, give place & dates).

<b>Past:</b>	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Name of illness ( _____ ), Place & dates ( _____ )
<b>Present:</b>	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Name of illness ( _____ ), Present condition ( _____ )

b. Have you ever been a patient in a mental hospital or have been treated by a psychiatrist?

<b>Past:</b>	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Name of illness ( _____ ), Place & dates ( _____ )
<b>Present:</b>	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Present condition ( _____ )

c. High blood pressure

<b>Past:</b>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<b>Present:</b>	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> • Present condition ( _____ ) mm/Hg to ( _____ ) mm/Hg • Are you taking any medicine? <input type="checkbox"/> No <input type="checkbox"/> Yes

d. Diabetes (sugar in the urine)

<b>Past:</b>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
<b>Present:</b>	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> • Present condition ( _____ ) • Are you taking any medicine or insulin? <input type="checkbox"/> No <input type="checkbox"/> Yes

e. What illness(es) have you had previously?

<input type="checkbox"/> Thyroid Problem	<input type="checkbox"/> Liver Disease	<input type="checkbox"/> Heart Disease	<input type="checkbox"/> Kidney Disease
<input type="checkbox"/> Tuberculosis	<input type="checkbox"/> Asthma	<input type="checkbox"/> Stomach and Intestinal Disorder	
<input type="checkbox"/> Infectious Disease >> Specify the name of illness ( _____ )			
<input type="checkbox"/> Others >> Specify ( _____ )			

f. Has the above illness(es) been cured?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
- Specify the name of illness ( _____ )	
- Present condition ( _____ )	

*I certify that I have answered all questions truthfully and completely to the best of my knowledge.*

Date: \_\_\_\_\_ Applicant's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**PART 4. NOMINATION**

**I. OFFICIAL NOMINATION** (to be completed by nominating government / organization)

The Government of \_\_\_\_\_ officially nominates \_\_\_\_\_  
(Name of Country) (Full Name of Nominee)

to participate in \_\_\_\_\_ as organized by the Korean Government (KOICA)  
(Title of Program)

and I, \_\_\_\_\_, on behalf of the Government of \_\_\_\_\_, certify that  
(Name of Authorized Official) (Name of Country)

- (a) All information including career and educational background quoted by the nominee in this form is true, complete and accurate to the best of my belief and knowledge.
- (b) The nominee has an adequate knowledge of and/or expertise in the training field and has a sufficient proficiency of the language required, both spoken and written, to undergo the Scholarship Program.
- (c) On behalf of the organization I agree to the terms and conditions of KOICA.
- (d) My organization shall be responsible for dealing with claims by KOICA and third parties where the loss or damage to their property, or death or personal injury was caused by gross negligence or willful misconduct of the Nominee during the participation to the KOICA Scholarship Program.
- (e) **Nominee's unsatisfactory performance or failure to conform to the code of conduct may lead to limited opportunities for the organization's nomination to the KOICA Fellowship Program.**

Name(Authorized Official) : \_\_\_\_\_

Position/Title: \_\_\_\_\_ Organization: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
(Official Stamp Included)

**II. ORGANIZATION CHART** with an appropriate marking of the nominee's position

*(This area is reserved for the Organization Chart and is currently blank.)*



नेपाल सरकार

# परराष्ट्र मन्त्रालय

दक्षिणपूर्व एशिया तथा प्रशान्त महाशाखा

नेपाल सरकार  
परराष्ट्र मन्त्रालय

प.सं.:दपूए /६.४/०७९

च.नं.:SEAP/ ६१६७

श्री सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय,  
सिंहदरवार, काठमाडौं ।

प्रस्तुत विषयमा सिद्धा  
काठमाडौं १९/३०

२९-३०

सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

दर्ता नं.: ३९८६

दर्ता मिति: १९/३०

मिति: २०७९/११/२८

१२ मार्च २०२३

जयराज  
याज्वल  
१९/३०

विषय: Thailand Scholarships (Year 2023) सम्बन्धमा।

प्रस्तुत विषयमा थाइल्याण्ड सरकारले प्रदान गर्ने Thailand Scholarships (Year 2023)को सम्बन्धमा काठमाडौंस्थित थाइ राजदूतावासबाट नं.३४००१/६४, ३ मार्च २०२३ मा नोट भर्बल प्राप्त भएकाले तहाँको जानकारी एवम् आवश्यक कार्यार्थ प्रेषित गरिएको व्यहोरा निर्देशानुसार अनुरोध छ।

(मुदिता बज्राचार्य)

उप-सचिव

निजामती कर्मचारीको प्रतिबद्धता : पारदर्शिता र चुस्तता

सिंहदरवार, काठमाडौं

फोन: ४२००१८२-१८५ Ext. ४३६ फ्याक्स: ४२०००६१ e-mail: seap@mofa.gov.np Website: www.mofa.gov.np

No. 34001/64



ROYAL THAI EMBASSY  
KATHMANDU

The Royal Thai Embassy presents its compliments to the Ministry of Foreign Affairs, the Government of Nepal and has the honour to inform the latter that the Ministry of Higher Education, Science, Research and Innovation of Thailand has conducted "Thailand Scholarships (Year 2023)" project, in cooperation with various universities in Thailand to offer prospect candidates to pursue their study further in a number of international curricula, from exchange programmes to Master/Doctoral degrees.

In this connection, the Embassy would appreciate it if the Ministry could kindly disseminate this information to destinations concerned. Applicants can see details of provided scholarships, available programmes at <https://mhesi.e-office.cloud/d/2371fe19>, and submit applications or inquire for more information directly to each university.

The Royal Thai Embassy avails itself of this opportunity to renew to the Ministry of Foreign Affairs, the Government of Nepal, the assurances of its highest consideration.



Thai Desk,  
Southeast Asia and the Pacific Division,  
Ministry of Foreign Affairs,  
Government of Nepal,  
KATHMANDU.

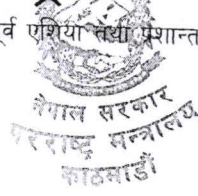
प्रसूत नमो क्रि.सं. १६४  
१२/२



नेपाल सरकार

## परराष्ट्र मन्त्रालय

दक्षिणपूर्व एशिया तथा प्रशान्त महाशाखा



प.सं.:दपूए/६.४/०७९

च.नं.:SEAP/६९६७

मिति: २०७९.११.२८

१२ मार्च २०२३

श्री सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय,  
सिंहदरवार, काठमाडौं ।

विषय: Thailand Scholarships (Year 2023) सम्बन्धमा।

प्रस्तुत विषयमा थाइल्याण्ड सरकारले प्रदान गर्ने Thailand Scholarships (Year 2023)को सम्बन्धमा काठमाडौंस्थित थाइ राजदूतावासबाट नं.३४००१/६४, ३ मार्च २०२३ मा नोट भर्बल प्राप्त भएकाले तहाँको जानकारी एवम् आवश्यक कार्यार्थ प्रेषित गरिएको व्यहोरा निर्देशानुसार अनुरोध छ।

AA जन्मदत्त बज्राचार्य,  
१२/२

(मुदिता बज्राचार्य)

उप-सचिव

निजामती कर्मचारीको प्रतिबद्धता : पारदर्शिता र चुस्तता

सिंहदरवार, काठमाडौं

फोन: ४२००१८२-१८५ Ext. ४३६ फ्याक्स: ४२०००६१ e-mail: seap@mofa.gov.np Website: www.mofa.gov.np

No. 34001/64



ROYAL THAI EMBASSY  
KATHMANDU

The Royal Thai Embassy presents its compliments to the Ministry of Foreign Affairs, the Government of Nepal and has the honour to inform the latter that the Ministry of Higher Education, Science, Research and Innovation of Thailand has conducted "Thailand Scholarships (Year 2023)" project, in cooperation with various universities in Thailand to offer prospect candidates to pursue their study further in a number of international curricula, from exchange programmes to Master/Doctoral degrees.

In this connection, the Embassy would appreciate it if the Ministry could kindly disseminate this information to destinations concerned. Applicants can see details of provided scholarships, available programmes at <https://mhesi.e-office.cloud/d/2371fe19>, and submit applications or inquire for more information directly to each university.

The Royal Thai Embassy avails itself of this opportunity to renew to the Ministry of Foreign Affairs, the Government of Nepal, the assurances of its highest consideration.

Royal Thai Embassy,  
Kathmandu *Mud.*  
3 March B.E. 2566 (2023)

The seal is circular and contains the text "ROYAL THAI EMBASSY, KATHMANDU" around the perimeter. In the center, there is a smaller emblem of the Garuda bird.

Thai Desk,  
Southeast Asia and the Pacific Division,  
Ministry of Foreign Affairs,  
Government of Nepal,  
**KATHMANDU.**



## Doctoral Degree

Higher Education Institutions	Scholarship Program/ Fields of Study	Eligible region/country
Khon Kaen University	Veterinary Science	All countries
	Veterinary public Health	
King Mongkut's Institute of Technology Ladkrabang	Advanced Manufacturing System Engineering	All countries
Suranaree University of Technology	Cooperative Education	All countries
Walailak University	Public Health Research/ Public Health	All countries
	Health Sciences	
	Agriculture	
	Food Science	
	Science	
	Pharmacy	
	Engineering	
	Data Sciences	
	Public Health	
Information Technology		

## **Master's Degree**

<b>Higher Education Institutions</b>	<b>Scholarship Program/ Fields of Study</b>	<b>Eligible region/country</b>
Khon Kaen University	Industrial Biotechnology	Cambodia, Lao, Myanmar, Vietnam
	Veterinary Science	All countries
	Veterinary public Health	
National Institute of Development Administration	Public Administration and Private Management	All countries
Silpakorn University	Animal Science	All countries
Southeast Bangkok University	Logistics and Supply Chain Management	Vietnam, Indonesia, China
	Business Administration	Laos, Cambodia, Vietnam, Indonesia, China
	(Information Technology)	Laos, Cambodia, China
Suranaree University of Technology	Cooperative Education	All countries
Thammasat University	Master of Arts in Asia-Pacific Studies	Asia, Europe, USA, Australia
Walailak University	Public Health Research/ Public Health	All countries
	Material Science and Innovation	
	Agriculture	
	Food Science	
	Science	
	Pharmacy	
	Engineering	
	Data Sciences	
	Public Health	
	Information Technology	