

Dr. Suphe



KOREA INTERNATIONAL COOPERATION AGENCY

H.E. MAO Havannall
Minister in Charge of
State Secretariat of Civil Aviation

Phnom Penh, August 28, 2020
KOICA-Cambodia-2020-1808

Subject: Announcement of 2021 KOICA Doctoral Degree Scholarship Program

Dear Excellency,

On behalf of Korea International Cooperation Agency (KOICA), I would like to express my sincere thanks to Your Excellency for your excellent cooperation with KOICA.

I have the honor to inform Excellency that the KOICA Doctoral Degree Scholarship Program for 2021 of KDI is now opened for the applicants from Cambodia, and I would like to invite the officials (minimum of 3 years' experience after graduated from KOICA Master Degree) from your ministry to apply for the Doctoral Degree Program which hosted by the KOICA's Partner Universities in Korea with their suitable Master's Degree Backgrounds. The scholarship will cover a round-trip air ticket, tuition fee, accommodation, health insurance, and living allowance.

In this regard, I would like to request Your Excellency to kindly relay this information to relevant officials (National and Sub-national level) and encourage them to apply for the program follow the deadline so that they can submit the application forms and relevant documents on time.

For further information, please visit KOICA website:

http://www.koica.go.kr/khm_en/7882/subview.do?

or Tel: 023 964 150/1/3 or E-mail: koicascholar@gmail.com

Please, Excellency, accept the assurance of my highest consideration.

Handwritten signature in blue ink.



Sincerely yours,

Rho Hyun Jun
Country Director
KOICA Cambodia Office

Enc: Program Guideline and List of Doctoral Degree and Ministry's Priority

KOICA CAMBODIA OFFICE

Tel: (855)23-964 150/1/3, Website: www.koica.go.kr/khm

Address: Boritra Building, 4th Floor, #61-64, Preah Norodom Blvd, Corner of Street 306, Sangkat Boeng Keng Kang I, Khan Chamkamon, Phnom Penh, Cambodia

KOICA-KDI School Ph.D. Degree Program in Trade and Industrial Policy for Sustainable and Inclusive Growth

January 7, 2021 – December 15, 2023

Sejong & Seongnam, Korea

KOICA

Korea International Cooperation Agency



KDI SCHOOL
KDI School of Public Policy and Management

KDI School of Public Policy and Management

**Participants are strongly advised to thoroughly read and follow the provided instructions*

*in the Program Information.**

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I . PROGRAM OVERVIEW

- ▣ **Program Title:** KOICA – KDI School Ph.D. Degree Program in Trade and Industrial Policy for Sustainable and Inclusive Growth (PP, Ph.D. in Public Policy)

- ▣ **Duration**

**The stay duration below is subject to change in response to COVID-19.*

- **Stay duration: January 7, 2021 – December 15, 2023 (36 months)**
(for Ph.D.) During 36 months at KDI School of Public Policy and Management, students are strongly recommended to complete their thesis.
- **Academic duration: February 1, 2021—December 1, 2023 (36 months)**
In accordance with the university regulations, the diploma will be issued in December 2023.

- ▣ **Degree:** Ph.D. in Public Policy (PP)

- ▣ **Objectives**

- 1) Encourage critical thinking with analytic and problem solving skills
- 2) Deepen understanding of the dynamics of trade and industrial policy environment in order to pursue collaborative governance
- 3) Improve policy implementation skills to efficiently introduce, manage, and evaluate trade and industrial policies, and
- 4) Enhance professional ethics for strengthened accountability and transparency of trade and industrial policy management system.

- ▣ **Training Institute:** KDI School of Public Policy and Management

- ▣ **Number of Participants:** 3 (please check the detailed qualification and eligibility)

- ▣ **Qualification:** Applicants who meet the qualifications & eligibility according to KOICA's Application Guideline & KDI School's PI (Program Information)

- ▣ **Language:** English fluency

- ▣ **Accommodations:** KDI School Dormitory

The KDI School offers an on-campus dormitory for all international students. KOICA scholars in this Ph.D. program will be assigned to a single room. There is no meal plan. Residents may prepare their own meals in the communal kitchen, or use the school cafeterias for on-campus dining.

II. PROGRAM CONTENTS

1. 2021 ACADEMIC SCHEDULE

**This schedule is subject to change. A detailed schedule will be provided upon the candidate's arrival.*

Term		Schedule	
Preparatory period (3 Weeks: Jan.07 ~ Jan. 29, 2021)		Jan. 7 (Thu) ~ Jan. 21 (Thu)	Arrival in Korea
		Jan. 22 (Fri)	Medical Check-up & Arrival at KDI School
		Jan. 25 (Mon)	Campus Tour
		Jan. 25 (Mon) ~ Jan. 29 (Fri)	Spring Orientation for New Students, Orientation for KOICA Students
Spring Semester (13 Weeks: Feb. 01 ~ May. 01, 2021)		Feb. 01 (Mon.)	Start of Spring Semester
		Feb. 01 (Mon.) ~ Feb. 06 (Sat.)	Course Add & Drop Period
		Apr. 19 (Mon.) ~ Apr. 21 (Wed.)	Summer Semester Course Registration
		Apr. 19 (Mon.) ~ Apr. 24 (Sat.)	Reading Period
		Apr. 26 (Mon.) ~ May 01 (Sat.)	Final Examinations
Spring Break (1 week: May. 03 ~ May. 08, 2021)		May 03 (Mon.) ~ May 08 (Sat.)	Spring Break
		May 06 (Thur.) ~ May 08 (Sat.)	Korea Field Research & Study (KFRS)
Summer Semester (12 Weeks: May. 10 ~ July. 31, 2021)	1st Session	May 10 (Mon.)	Start of 1st Summer Session
		May 10 (Mon.) ~ May 15 (Sat.)	Course Add & Drop Period
		Jun. 14 (Mon.) ~ Jun. 15 (Tue.)	Reading Period
		Jun. 16 (Wed.) ~ Jun. 17 (Thu.)	Final Examinations
	2nd Session	Jun. 21 (Mon.)	Start of 2nd Summer Session
		Jun. 21 (Mon.) ~ Jun. 22 (Tue.)	Course Add & Drop Period
		Jul. 19(Mon.) ~ Jul. 21(Wed.)	Fall Semester Course Registration
		Jul. 26 (Mon.) ~ Jul. 27 (Tue.)	Reading Period
		Jul. 28 (Wed.) ~ Jul. 31 (Sat.)	Final Examinations
Summer Break (4 Weeks: Aug. 02 ~ Aug.31, 2021)		Aug. 02 (Mon.) ~ Aug. 31 (Mon.)	Intensive Internship
Fall Preliminary Session (3 Weeks: Aug. 09 ~ Aug. 27, 2021)		Aug. 09(Mon.)	Fall Preliminary Orientation
		Aug. 16(Mon.) ~ Aug. 27(Fri.)	OECD (Policies for Development) 2 weeks
		Aug. 30(Mon.) ~ Sep. 03(Fri.)	Fall Orientation for New Students
		Aug. 31(Tue.) ~ Sep. 02(Thu.)	Fall Semester Course Registration
Fall Semester (13 Weeks: Sep. 06 ~ Dec. 04, 2021)		Sep. 06 (Mon.)	Start of Fall Semester
		Sep. 06 (Mon) ~ Sep. 11 (Sat.)	Course Add & Drop Period
		Nov. 22 (Mon.) ~ Nov. 27 (Sat.)	Reading Period
		Nov. 29 (Mon.) ~ Dec. 04 (Sat.)	Final Examinations

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2. CURRICULUM

1) Curriculum

- **Degree: Ph.D. in Public Policy (PP)**

The goal of the Ph.D. program is to prepare qualified candidates and help them produce cutting-edge research in their chosen field. The program also aims to equip students with the skills they need to ascend to leadership positions in the public or private sectors.

- **Concentration: Trade and Industrial Policy**

Industrialization is unarguably a key driver of sustained socio-economic development. It provides various opportunities to enhance productivity, job creation, generate income, and thereby contribute to poverty eradication and social inclusion. Trade and industrial policy can play a big part in the road to such inclusive and sustainable economic growth.

At the same time, however, establishing and implementing more proactive and creative trade and industrial policy is imperative to better adapt to the recent rapid changes in policy environments, including the spread of trade protectionism, the widening inequality gap, the advent of the fourth industrial revolution and demographic changes.

This program invites students from the developing world with the goal of educating them into trade and industrial policy experts in the region. It is designed to provide a comprehensive understanding of the current trade and industrial policy-related issues in the world. This program is especially aimed at encouraging students to develop quantitative analysis capabilities so that more evidence-based policies and enforcement can be made within developing countries.

The program also exposes students to actively participate in case studies/project-based-learning and to engage in works to trade and industrial policy from academic and public sectors in Korea. Emphasizing both knowledge and practical approaches, this program will provide a platform for active knowledge sharing and learning to those who pursue trade and industrial policy as a means to sustainable development.

** The curriculum and syllabus provided are subject to change.*

2) Graduation Requirements and Credits

- Total credits: 45 credits (36 credits (coursework) + 9 credits(dissertation))
- 1st year (27 credits): 5 foundation courses (15 credits), 4 core courses (12 credits)
- 2nd year: 3 courses (optional course module or elective course module (SRC/MPC)) (9 credits) and Qualifying Examination (QE)
- 3rd year: Oral Examination (OE) and Final Oral Dissertation Defense (FODD)

Category		PP(Ph.D. in Public Policy)
Required	Foundation	Foundation of Public Policy Econometrics I Econometrics II Microeconomics Advanced Macroeconomic Policy
	Core	International Trade Theory Productivity and Economic Growth International Financial Policy Trade Law and Policy in Practice
Optional		Mathematical Economics Game Theory in Public Policy Development Economics I Development Economics II Budgeting and Public Financial Management Government Reform: Case Writing Practicum Impact Evaluation Methods Input/Output Analysis Cost-Benefit Analysis for Policy Decision-Making
Master Plus Courses		Master's concentration course with additional report (MPC)
Supervised Research Course		Independent study (SRC)
Qualifying Examinations (QE)	Common Subject	Econometrics I
		Econometrics II
		Microeconomics
	Field Subject	Subjects determined by dissertation advisor
Oral Examination (OE)		Requirement: 36 credits (12 courses) acquired, Pass QE
Final Oral Dissertation Defense		Requirement: Pass OE
Total		45 Credits

3. EXTRACURRICULAR ACTIVITIES

1) Calendar of Student Networking Events 2021

Spring Semester, 2021	· Orientation (Sejong City Tour, Korean Culture Presentation)
	· Hiking Day
	· K-water tour
Spring Vacation, 2021	· Home Visiting Program
	· Korea Field Research and Study (KFRS)
Summer Semester, 2021	· DMZ Tour
	· Song & Dance Festival
	· National Assembly of Korea
Summer Vacation, 2021	· Home Visiting Program

Fall Semester, 2021	· Sports Day
	· International Food Festival
	· Hyundai Global Friendship Tour
Winter Vacation, 2021	· Home Visiting Program

**The schedule above is subject to change.*

• **Special Lectures and Seminars**

- Experts from home and abroad give special lectures for students to gain insight into their research fields. Usually held twice a month, these lectures deal with diverse topics.
- In the research seminars, a faculty member of the school or experts from other institutes present their research outcomes.
- Both lectures and seminars are open to everyone for participants to freely engage in discussion.

III. TRAINING INSTITUTE

1. GENERAL INFORMATION

1) About KDI (Korea Development Institute) and KDI School

Ever wanted to meet the brains behind Korea's rapid economic and social development? KDI School of Public Policy and Management was established in 1997 in partnership with the KDI, Asia's leading think tank. KDI has been rated by the Economist as one of the most influential research institutions in the world, ranked No. 1 in the field of international development (2016 Global Go to Think Tank Index). The KDI School draws on a wealth of research and resources from the KDI, to share Korea's unique development experience with the global community.

The KDI School offers an innovative educational program focusing on policy and development issues. Aiming to transform mid-career professionals into leaders of their fields, KDI School has been committed to equipping our students with new knowledge, vision and a global perspective.



2) Innovative Academic Programs

The KDI School offers comprehensive and rigorous academic programs focusing on real-world policy issues in both the public and private sector.

- Academic curriculum utilizing the experiences and assets of Asia's top think-tank, the Korea Development Institute (KDI).
- Education based on experiences in systematic research on global development and consultation to developing nations.
- The first and only Korean university to receive accreditation from NASPAA—Network of Schools of Public Policy, Affairs and Administration.

3) Top-notch Faculty

The KDI School's faculty possesses a rich blend of international, academic, and policy experience, along with a common commitment to excellence in teaching and research.

- Doctorates from top-tier universities in the world, including Columbia University, Cornell, Harvard, MIT, etc.

- Owns a wealth of experience in both the public and private sector, including the Bank of Korea, World Bank, ADB, etc.
- Has capacity to carry out research and education in all relevant areas of development and public policy

4) Diverse Student Composition



The majority of students are mid-career professionals with 5-10 years of working experience in government, business, NGOs, media or academia. International students account for 50% of the student body (from more than 70 countries) each year, further promoting the globalization of the school and the creation of a powerful global network.

2. ACCOMMODATION

1) Dormitory (on-campus)

The KDI School offers an on-campus dormitory for all international students. (For Ph.D.) During the whole semester, you will be assigned to a single room. There is no meal plan. Residents may prepare their own meals in the communal kitchen, or use the school cafeterias for on-campus dining.

- General Rooms: All general rooms are double occupancy and are equipped with beds, wardrobes, desks, bookshelves, its own shower and a toilet, an air conditioning and a heating system, and internet connection (electrical outlets: 220V). A bed cover is provided for students when they check in to their rooms.
- Student Lounge: Located on the 3rd and 5th floor of each building, the student lounge is a place where students can relax, watch TV, check their email, do homework, read, or just hangout. It offers a comfortable surrounding for casual conversations. Lounges have satellite TVs, couches, two desktop computers, a printer, microwaves, a water dispenser, irons and ironing boards.
- Kitchen: Located on the top floor is a communal kitchen where all residents can cook for themselves. It includes some tables, chairs, electric burners, microwaves, refrigerators, a sink, cooking utensils, and a satellite TV.

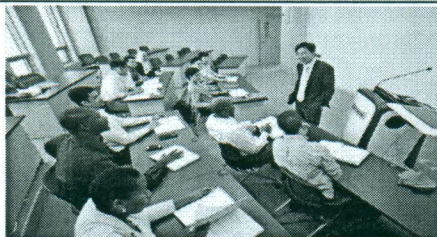

Dormitory	General Rooms
	

3. OTHER INFORMATION

* Due to COVID-19, there could be some restrictions for using facilities.

1) Lecture Hall and Conference Rooms

High-tech lecture halls and video conference rooms are available to make each class and conferences more effective.

Lecture Rooms	Conference Halls
	

2) Convenient Facilities

Computer Lab, Chambers, Prayer Room, Gym, Student Council Room and Lounges are available for all KDI School students on campus. The computer lab is open to students 24 hours a day, with internet access as well as newly installed computers, printers, and scanners. The student chambers are also accessible to students 24 hours a day. Each chamber includes desks and a locker, providing a space for students to study and do research/class assignments/team projects, or simply to relax in their free time.

3) Library

The library archives books, academic publications, and other materials essential for students, faculty, and staff. The KDI Library and the KDI School Library were integrated into the KDI Central Library in 2014 in order to ensure better services through the sharing of capacities, facilities, and resources. The publications and materials are available in the areas of business, economics, policies, and much more. (library website: <http://library.kdischool.ac.kr>)

- **Diverse Collections:** The Central Library is equipped with a featured technology that can accommodate over 259,924 books, 446,505 e-books, magazines, and academic journals. Over 65% of the collection is written in English. The Central Library has the highest percentage of books per student among university libraries in Korea.
- **Hi-tech Library:** The Hi-tech Library has features that create a more convenient experience in the library where students can learn advanced library technologies such as self-checkout & return, pick-up reservations and intelligent return. A multi-purpose software, a mobile application allows users to access e-resources, e-attendance, and e-pay.

- Collaborated Academic Classes and Seminar: The Collaborated Academic Class and Seminar Central library provide not only database workshops, but also cooperative classes with regular courses on academic writing.
- External Cooperation: KDI Central Library has been in close collaboration with libraries and affiliated organizations in Korea. The library actively provides Interlibrary Services for materials not owned by our library.

4) Sun Healthcare International (15 minutes away)

Sun Medical Center provides international healthcare services with staffs fluent in English, Chinese, Mongolian and Russian. They will assist you for all of your medical needs during your visit, helping you to make an appointment, facilitate communication with doctors or staff and receive medication.

- Location: (Yuseong Campus) 93, Bugyuseong-daero, Yuseong-gu, Daejeon, Korea
(Daejeon Campus) 29, Mokjung-ro, Jung-gu, Daejeon, Korea
- Distant: About 20 minutes from the school via taxi (Yuseong Campus)
- Website: <http://en.sunmedical.kr>
- ※ An appointment is required prior to your visit.
- ※ Emergency Room operates 24/7, including weekends and holidays.

5) Student Counseling Service

The KDI School provides counseling services for students. While the new semester can be an exciting challenge, some students may have to deal with a variety of issues, including personal and academic concerns. The counseling service is dedicated to supporting those students both emotionally and practically, aiming to maximize student satisfaction so they take full advantage of the opportunities at the KDI School and enjoy their stay in Korea. Students may seek counseling for various reasons. No topic is off limits, but common concerns are academic issues, cultural adjustment issues, homesickness, relationship problems, stress and anxiety, depression, grief and loss.

4. HEALTH CARE

1) On-campus Healthcare Room

The Healthcare Room provides students with urgent care for common and minor illnesses and injuries. Students with minor injuries and ailments can get medical services at the Healthcare Room located on the 2nd floor of the Central Building. For serious or prolonged illnesses or injuries, students are referred to a local hospital or private physician, private medical provider or urgent care.

- Location: 2nd floor in the Central Building (near Coffee Lab)
- Office Hours: 09:00 – 18:00 during weekdays (Mon – Fri)

- Lunch Hours 12:00 – 13:00, closed on weekends and national holidays
- Available health services:
 - ① Treatment of minor or acute illnesses such as the following symptoms: common cold symptoms (fever, runny nose, sore throat, coughs, etc.), headaches, nausea & vomiting, indigestion, constipation & diarrhea, minor burns, muscle sprains, stomachache and abdominal pains, stomatitis, minor skin problems such as rashes or itchy skin, skin injuries including minor abrasions and cuts
 - ② First-aid for minor injuries
 - ③ A rest area for students who become ill and need a place to rest
 - ④ First-aid kits for dormitories
 - ⑤ Infection prevention and control of epidemic
 - ⑥ Medical support for school events
 - ⑦ Referrals to local medical specialists
 - ⑧ Individual health and wellness counseling

IV. ACADEMIC REGULATIONS

1. ACADEMIC REGULATION

1) Attendance

A student shall attend the classes for each subject in which he/she is enrolled, and shall not receive credits if he/she misses more than one-sixth of the class hours of a given subject. However, in extraordinary circumstances such as an illness or disease, etc. for missing a class, the student may submit a report of absence in advance and have up to one-sixth of the class hours not be counted as absences.

2) Graduation (Conditions to maintain a scholarship)

- In order to graduate, a student must finish all coursework within 36 months, pass the Qualifying Examination (QE) and Oral Examination (OE), and complete the dissertation by passing the Final Oral Dissertation Defense (FODD).

-Requirements

- 1) Qualifying Examination (QE): Earn a minimum of 27 credits
 - 2) Oral Examination (OE): Earn a minimum of 36 credits and pass the QE
 - 3) Final Oral Dissertation Defense (FODD): Pass the OE
- For Ph.D. degree, there is no grade standard to maintain a scholarship for the 1st academic year. A student must maintain a CGPA of 3.5 or higher for the previous three terms to maintain admission scholarship in the 2nd and 3rd academic year. The CGPA lower than 3.0 will lead to scholarship termination in the following term.
 - The unit for course completion shall be one credit, and one credit shall be awarded for completion of 15 hours of education in each semester or the equivalent hours of education. Separately, a research credit shall be awarded when a student participates in paper research, practical training, or research project.
 - The respective number of credits required for acquiring a Ph.D. degree shall be as follows:

Degree	Program	Credits Required
Ph.D.	Ph.D. in Public Policy (PP)	45 credits*

* 36 credits (coursework) + 9 credits (dissertation)

3) Grade

- In the case of a subject for which no grade is granted, its grade shall be marked as "P (Pass)" or "NP (No Pass)"

- Credits shall be recognized only when an acquired grade point is at least C- (1.67). The overall grade point average (GPA) required for the completion of a Ph.D. degree program shall be B- (2.67).

Grades	Point Values	Grades	Point Values	Grades	Point Values
A	4.00	B-	2.67	F	0.00
A-	3.67	C+	2.33	I	-
B+	3.33	C	2.00	W	-
B	3.00	C-	1.67	IW	-
				T	-

2. PARTICIPANTS 'RESPONSIBILITIES

Code of Honor and Conduct of KDI School of Public Policy and Management

1) Develop Integrity

- ① Perform at the highest levels of excellence, as a member of KDI School community, in my studies, research and learning as well as in my personal and professional endeavors.
- ② Not tolerate lying, cheating, stealing, plagiarizing, piracy or other violations of intellectual property rights.
- ③ Respect the personal liberties of fellow students, professors, and other people.

2) Exercise Respect

- ① Value diversity among colleagues and encourage cooperation by emphasizing positive human relationships and honor, both in personal relationships and in group interaction.
- ② Behave in a professional manner, both on and off KDI School campus, in order to secure my personal reputation and enhance that of KDI School community.

3) Lead by Example

- ① Have the courage to express disagreement respectfully, the strength to lead, and the wisdom to follow.
- ② Confront all forms of unethical behavior or any inappropriateness including physical and emotional harassment; hold my colleagues and myself accountable, and, if necessary, report issues to the appropriate administrative office.

V. REQUIRED DOCUMENTS

1. APPLICATION ELIGIBILITY

Applicants should (please refer to KOICA's application guidelines as well):

(1) Not be a person who has withdrawn from KOICA's scholarship program

: Person belonging to the institution from which candidates submitted false documents and returned to his / her country arbitrarily in the middle of the SP program cannot apply

(2) Level of Education

: Be a master's degree holder from KOICA scholarship program by August 2020 for candidates from Cambodia, Lao PDR, Myanmar, Vietnam, Indonesia, and Philippines (bachelor's degree is mandatory)

(3) Citizenship

: Be a citizen of the Ph.D. scholarship program target country only (Cambodia, Lao PDR, Myanmar, Vietnam, Indonesia, Philippines)

(4) Government Nomination (be officially nominated by their governments)

: Be a government employee with a minimum of 3 years of experience in the field of study after graduation from KOICA master's degree program

(5) English Proficiency

: Have a good command of both spoken and written English (must be able to take classes and write academic theses in English)

(6) Age & Health:

: (Preferably) Be under 40 years of age in good health*, both physically and mentally, to be able to complete the program. (Tuberculosis or carrying any kind of contagious disease is regarded as a disqualifying condition for participation in this program)

IMPORTANT NOTICE
Students must apply for National Health Insurance as local member from March 2021 just like other foreigners according to the National Health Insurance Act and the Enforcement Rules of the same Act.

2. REQUIRED DOCUMENTS

■ All original documents should be sent to the regional KOICA office or the relevant government office. Please refer to KOICA's Application Guidelines.

- 1) Late applications will not be accepted; all required documents must be submitted by the deadline (Korea Standard Time).
- 2) All application forms must be typed in English.
- 3) All documents must be **ORIGINAL**.
 - ※ Scanned or photocopied documents are not accepted. If you must retain the original document, please submit a notarized/apostilled document of the original. The notarized/apostilled documents must have an English explanation of the documents being authenticated.
- 4) All required documents must be sent in one package. Submit the documents in order (Do not staples or clips). Submitted documents will **NOT** be returned.
- 5) Applicants whose forms and supporting documents are incomplete or unsatisfactory will be disqualified from the admissions process.
- 6) Applicants must apply for one program/scholarship only. Submitting multiple applications to more than one program/scholarship will invalidate candidacy.
- 7) If any required document(s) is/are found to be false or counterfeit, admission to the KDI School will be cancelled. The admissions office will not be responsible for any consequences caused by incorrect information in the documents. If the information in the application documents is unclear or if any parts of the application documents are missing, the application will not be submitted for evaluation.

No.	Type of Documents	Required/Optional
1	KOICA's Application Form (please check KOICA's application guidelines)	Required by KOICA
2	Official Recommendation Letter from Applicants' Governments (please check KOICA's application guideline)	Required by KOICA
3	KDI School's Application Form You must use an official application form provided by KDIS.	Required
4	Statement of Purpose Candidates should use this portion of the application to explain their motivation and qualifications for pursuing their education at the KDI School. You must use an official SOP form provided by KDIS.	Required

5	<p>Original/Authenticated Undergraduate (Bachelor's degree of a minimum 3 years) Academic Transcript & Grading System</p> <ul style="list-style-type: none">- Academic transcripts (Bachelor's degree) must provide a record of all the courses throughout the years of studying.- The word 'Bachelor's degree' must be written on academic transcripts.- Must submit an official document issued by the applicant's alma mater describing the university's grade system. <p>* The grading system must include the following information as below:</p> <table><tr><th>4.0 Scale</th><th>4.3 Scale</th><th>4.5 Scale</th><th>5.0 Scale</th><th>100% Scale</th><th>US Grade</th></tr><tr><td rowspan="12">GPA on a scale of 4.0</td><td rowspan="12">GPA on a scale of 4.3</td><td rowspan="12">GPA on a scale of 4.5</td><td rowspan="12">GPA on a scale of 5.0</td><td rowspan="12">Percentage (100%) scale</td><td>A+</td></tr><tr><td>A</td></tr><tr><td>A-</td></tr><tr><td>B+</td></tr><tr><td>B</td></tr><tr><td>B-</td></tr><tr><td>C+</td></tr><tr><td>C</td></tr><tr><td>C-</td></tr><tr><td>D+</td></tr><tr><td>D</td></tr><tr><td>D-</td></tr><tr><td>F</td></tr></table>	4.0 Scale	4.3 Scale	4.5 Scale	5.0 Scale	100% Scale	US Grade	GPA on a scale of 4.0	GPA on a scale of 4.3	GPA on a scale of 4.5	GPA on a scale of 5.0	Percentage (100%) scale	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F	<p>Required</p> <p>* Document must be certified. (Please read 'Document Authentication'.)</p>
4.0 Scale	4.3 Scale	4.5 Scale	5.0 Scale	100% Scale	US Grade																					
GPA on a scale of 4.0	GPA on a scale of 4.3	GPA on a scale of 4.5	GPA on a scale of 5.0	Percentage (100%) scale	A+																					
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F																										
6	<p>* Original/Authenticated Graduate (Master's degree) Academic Transcript & Grading System from KOICA Master's Degree SP Program Institutions only</p> <ul style="list-style-type: none">- Applicants for Ph.D. program must submit graduate (master's) academic transcripts from KOICA master's degree scholarship program institutions.- Academic transcripts must provide a record of all the courses throughout the years of studying.- The words 'Master's degree' must be written on academic transcripts.- Must submit an official document issued by the applicant's alma mater describing the university's grade system. <p>* The grading system must include the following information as below:</p> <table><tr><th>4.0 Scale</th><th>4.3 Scale</th><th>4.5 Scale</th><th>5.0 Scale</th><th>100% Scale</th><th>US Grade</th></tr><tr><td rowspan="12">GPA on a scale of 4.0</td><td rowspan="12">GPA on a scale of 4.3</td><td rowspan="12">GPA on a scale of 4.5</td><td rowspan="12">GPA on a scale of 5.0</td><td rowspan="12">Percentage (100%) scale</td><td>A+</td></tr><tr><td>A</td></tr><tr><td>A-</td></tr><tr><td>B+</td></tr><tr><td>B</td></tr><tr><td>B-</td></tr><tr><td>C+</td></tr><tr><td>C</td></tr><tr><td>C-</td></tr><tr><td>D+</td></tr><tr><td>D</td></tr><tr><td>D-</td></tr><tr><td>F</td></tr></table>	4.0 Scale	4.3 Scale	4.5 Scale	5.0 Scale	100% Scale	US Grade	GPA on a scale of 4.0	GPA on a scale of 4.3	GPA on a scale of 4.5	GPA on a scale of 5.0	Percentage (100%) scale	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F	<p>Required</p> <p>* Document must be certified. (Please read 'Document Authentication'.)</p>
4.0 Scale	4.3 Scale	4.5 Scale	5.0 Scale	100% Scale	US Grade																					
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					C+																					
					C																					
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					D+																					
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F																										
7	<p>Original/Authenticated Undergraduate (Bachelor's Degree of a minimum 3 years) Degree Diploma (a completed bachelor's degree)</p> <ul style="list-style-type: none">- Certificate of Graduation must indicate your graduation date and degree type (You must be a bachelor's degree holder)- Non-English based documents (original/certified) must be accompanied with authenticated English translations- Must submit certificates from undergraduate institutions- The certificate must indicate 'Bachelor's Degree' or 'Equivalent to a Bachelor's Degree.'	<p>Required</p> <p>* Document must be certified. (Please read 'Document Authentication'.)</p>																								

8	<p>* Original/Authenticated Graduate (Master's Degree) Degree Diploma (a completed master's degree) from KOICA Master's Degree SP Program Institutions only</p> <ul style="list-style-type: none"> - Applicants must for Ph.D. program must submit graduate (master's) degree diploma from KOICA master's degree scholarship program institutions. - Certificate of Graduation must indicate your graduation date and degree type (You must be a master's degree holder) - Non-English based documents (original/certified) must be accompanied with authenticated English translations - Must submit certificates from graduate institutions - The certificate must indicate 'Master's Degree' or 'Equivalent to a Master's Degree.' 	<p>Required * Document must be certified. (Please read 'Document Authentication.')</p>
9	<p>Two Recommendation Letters</p> <ul style="list-style-type: none"> * 1 Letter from a Candidate's Currently Employed Organization * 1 Letter from a Candidate's Academic/Thesis Advisors (professors) from KOICA Master's degree SP program institutions - Recommendation letter should provide information about candidates' performance in professional settings. - You must use an official recommendation form provided by KDIS. - The letter must be SEALED (DO NOT OPEN). Please send the sealed letter with other required documents to the regional KOICA office or the relevant government office. 	<p>Two(2) recommendations are required</p>
10	<p>Original/Authenticated English proficiency score report (TOEFL, TOEIC, IELTS, OPIC Score Report) or Medium of Instruction (MOI)</p> <ul style="list-style-type: none"> - The tests must have taken within 2 years of the proposed date of admission (The test must have been taken as of February 2019). - Applicants could submit an official MOI issued by undergraduate/graduate universities providing that all the courses are fully instructed in English (Medium of Instruction; MOI) instead. * You need to check if you are required to submit an English Score Report to the Embassy of the Republic of Korea in your country to apply for a visa to stay in Korea. (ex: Pakistan) 	<p>Required * Certificate(s) must be original. * MOI must be original or certified.</p>
11	<p>Employment Verification</p> <ul style="list-style-type: none"> - Employment verification should demonstrate one's employment status as a government official and their years of working experience. - The employment period and name of position must be specified. - The verification should indicate the employment category (e.g. public, private, NGO, etc.). - HR officer or supervisor of the applicant should write and sign the verification letter. - You must use an official employment verification form provided by KDIS. 	<p>Required</p>
12	<p>Dissertation Research Proposal</p> <ul style="list-style-type: none"> - Dissertation Research Proposal should clearly reflect the applicant's research interest. - You must use an official dissertation research proposal form and answer questions provided by KDIS. 	<p>Required</p>
13	<p>Copy of Passport</p> <ul style="list-style-type: none"> - The copy must clearly show your photo, full personal information, expiration date (important), and signature. * Your passport must be valid for at least 6 months or more as of 1st January 2021. There must be no problem issuing a 'Certificate of Admission' and visa with the passport information you provide. * Please check visa regulations and required documents to stay in Korea in advance. Please refer to <2020 KOICA Scholarship Program Application Guidelines> as well. 	<p>Required</p>
14	<p>Two Photos (Size: 3cm x 4cm) & Photo File (jpg)</p>	<p>Required</p>
15	<p>GRE Score Report</p>	<p>Optional</p>

■ **DOCUMENT AUTHENTICATION (MUST BE IN ENGLISH)**

: If the academic documents are issued by one of the countries in the box below, the academic transcripts and degree diploma must be: (1) certified by the Korean embassy or consulate in the respective country, (2) certified by the respective embassy in Korea, (3) apostilled by a designated office, or (4) (for Chinese nationals) certified by the Ministry of Education of the People's Republic of China.

* Authenticated documents **MUST** have either a stamp or seal in English with a signature.

* Please check the updated Apostille country list & information here:

<https://www.hcch.net/en/instruments/conventions/status-table/?cid=41>

COUNTRY	APOSTILLE MEMBER
Cambodia	No
Lao PDR	No
Myanmar	No
Vietnam	No
Indonesia	No
The Philippines	Yes

Document Authentication Process	
<p>Applicants from Apostille member nations must authenticate their academic documents as below:</p> <p>(*please see the following page for a list of Apostille member nations)</p> <div> Apostilled by Designated Government Authority (typically by Ministry of Foreign Affairs of the country where one earned his/her degree from) </div> <p>OR</p> <div> Authenticated by Korean embassy or consulate with official seal or signature </div> <p>OR</p> <div> Authenticated by embassy of the country where one earned his/her degree from </div> <p>OR</p> <div> Authenticated by Ministry of Education of the People's Republic of China (degree earned from China only) </div> <p>OR</p> <div> Authenticated by notary public </div>	<p>All other applicants must authenticate their academic documents as below :</p> <div> Authenticated by the issuing institution with official seal or signature </div> <p>OR</p> <div> Authenticated by designated government authorities in the country where one earned his/her degree from </div> <p>OR</p> <div> Authenticated by embassy of the country where one earned his/her degree from </div> <p>OR</p> <div> Authenticated by Korean embassy or consulate with official seal or signature </div> <p>OR</p> <div> Authenticated by notary public </div>

IV. CONTACTS

1. CONTACT INFORMATION

1) Korea International Cooperation Agency (KOICA)

- **Program Manager: Ms. Soojung LEE, ODA Education Center**
- Address: 825 Daewangpangyo-ro, Sujeong-gu, Seongnam-Si, 13449 Gyeonggi-do Republic of Korea
- Tel: +82-31-740-0680
- Fax: +82-31-740-0765
- E-mail: gsujung87@koica.go.kr
- Homepage: <http://www.koica.go.kr>

2) KDI School of Public Policy and Management (KDIS) (www.kdischool.ac.kr)

• Program Coordinator:

• Admissions Division

263 Namsejong-ro, Sejong, 30149, Republic of Korea

- Email: koica.admissions@kdis.ac.kr

- Phone: +82-44-550-1211 or +82-44-550-1220

- Fax: +82-44-550-1103

- Main Website: <http://www.kdischool.ac.kr>

• Student Affairs Division (Student Services)

263 Namsejong-ro, Sejong, 301 49, Republic of Korea

- Email: studentaffairs@kdischool.ac.kr

- Phone: +82-44-550-1021

- Fax: +82-44-550-1232

**The schedule in the PI (Program Information) is subject to change, by the KOICA and KDI School of Public Policy and Management.*

2020 KOICA Scholarship Program

Application Guideline

For Doctoral Degrees

1. Purpose

The KOICA Scholarship Program (SP) for doctor's degree is designed to nurture key leaders in developing countries who can contribute to the socio-economic development of their home countries.

2. Target Countries

- Countries selected by KOICA among the DAC List of ODA Recipients
 - The list of target countries is subject to change annually to the policies of the Korean government or KOICA
- : Cambodia, Indonesia, Lao PDR, Myanmar, The Philippines, Vietnam

3. Available University and Field of Study

Doctoral degree program offered at KDI (Korea Development Institute) School

Field of Study	University
Trade and Industrial Policy for Sustainable and Inclusive Growth	KDI (Korea Development Institute) School of Public Policy and Management

* **For more details on the available** course above, refer to the Program Information of each course that is available to access in the KOICA website (<http://www.koica.go.kr/ciat/index.do>)
English webpage → Menu (Stay connected" → "Notice")

4. Qualifications

Prospective applicants must meet all of the following conditions.

(1) **Citizenship:** Be a citizen of the Scholarship Program target country.

- **Government Nomination:** Be officially nominated by their governments.
- Be a government employee. With a minimum of 3 years of experience in the field of study after graduation from KOICA master's degree program

- (3) **AGE:** (Preferably) Be under age 40 as of August 1, 2020.
- (4) **Health:** Be in good health, both physically and mentally.
- Those with disabilities, but in good mental and physical health, are eligible to apply.
 - Those with severe illness are NOT ELIGIBLE to apply.
- (5) **Level of Education:** Be a master's degree holder from KOICA scholarship program by August 2020 for candidates from Cambodia, Laos, Myanmar, Vietnam, Indonesia, and Philippines (bachelor's degree is mandatory)
- (6) **English Proficiency:** 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.
- (7) 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.
- (8) **Recommendation:** from candidate's currently employed organization and professor(Thesis advisor)
- (9) and other qualifications from university you are going to apply (refer to the Program Information)

5. Support Service (Scholarship Benefits)

Supports	Amounts	Note
Air Fare	Actual amount paid	<ul style="list-style-type: none"> - Cannot be borne by KOICA in special circumstances like when a participant violates academic regulations - Not borne by KOICA when a participant Temporarily leave to his/her home country during the training period - Except for above, borne by KOICA
Tuition Fees	Full amount required by a university	- Borne by a training institute
Extracurricular Activities	Part of the expenses needed for study visits, workshops, Korean language classes and others, except for regular classes	<ul style="list-style-type: none"> - Amount borne by a school varies - Part of the expenses can be borne by participants, and the amount varies among training institutes
Monthly Allowance	KRW 999,000 per month	<ul style="list-style-type: none"> - It includes expenses for meals, books and study supplies if needed - Same amount will be provided per month - If a participant cannot participate in the course for specific reasons like temporary leave to his/her home country, the allowance for that month shall be prorated for the corresponding number of days studies in Korea (KRW 33,300/day). * The amount deducted (33,300/day) is the same regardless of how many days are in the month.

Accommodation	Actual amount paid	<ul style="list-style-type: none"> - Electricity and other utility fees shall not be covered. - Cost for cleaning, laundry or exchange of bedding shall not be covered. - Except for above, borne by a training institute
Settlement Allowance	KRW 1,200,000	<ul style="list-style-type: none"> - Expenses needed to enter Korea, such as visa fee, alien registration card issuing fee and others - Borne by a training institute
Scholarship Completion Grants	KRW 600,000	<ul style="list-style-type: none"> - EMS and other expenses needed for returning home (e.g. cost for sending materials) - Borne by a training institutes before departure
Insurance	Actual cost paid	<ul style="list-style-type: none"> - Refer to separate documents for detailed insurance coverage - Borne by KOICA

* Notes

- KOICA only provides the expenses above.
- Visa expenses, stopover expenses, local transportation and other sundry expenses will not be covered.
- KOICA arranges and pays for the participant to travel to and from Korea. KOICA will cover economy class, round-trip airfare.
- If a participant wants to change the flight itineraries, they should pay the additional airfare.
- The participant is responsible for the issuance of an appropriate visa (which must be the 'Study Abroad Visa [D-2]) necessary for this Scholarship Program.

6. Selection Procedures

Period	Procedures	Details
September 30, 2020	Application	[Application package submission] <ul style="list-style-type: none"> - Application deadline (to KOICA regional offices : September 30, 2020 - Prepare all required documents for your admission package and fill out the 'Document Checklist'. - Submit the application package (including both university and KOICA application forms and other required documents) to KOICA regional office by the submission date. - Original copies should be sent to university before the phone interviews.
05-06 October	On-site Interview(KOICA)	<ul style="list-style-type: none"> - Participate in an on-site interview by KOICA regional office. If an applicant lives in a country where the KOICA regional office or lives far from the capital city, he / she can be interviewed by phone

		after consulting with the KOICA regional office / Embassy.
October 12-23	Document Screening	[1st round : Document Screening] -Applicants nominated by the KOICA regional office as a result of the on-site interview and have submitted their application packages are considered for document screening. -University conducts document screening,
October 27	Result of Document Screening	-The result for the 1 st round selection will be announced to the applicants. [Preparation for the 2 nd round] - Details of the interview including the interviewee list will be sent to the KOICA regional offices and interview arrangements will be made respectively.
Oct 28- Nov 10	Interview	[2nd round : Phone/Online Interview] - University conducts the second round (interview) according to the interview schedule. - Schedule for phone interview will be notified individually by the KOICA regional offices with 2-3 day notice in advance. - KOICA HQs announces the result of interview to the KOICA regional office: Nov 13
Nov 16-30	Medical Checkup (Local)	[3rd round : Medical Check-up] - Applicants who successfully pass the 2 nd round must take the Medical Check-up at the designated institution. -The detailed guideline of the medical check-up and 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. - KOICA announces the result of Medical Checkup.
Dec 3	Admission Notification	- Admissions results will be notified to the regional KOICA offices or Korean embassy. - KOICA informs the participants of their scheduled entry to Korea.
2021 February	Entry to Korea	

7. Required Documents

All documents should be sent to the regional KOICA office or the relevant government office.

- ① KOICA Application Form
- ② Recommendation letter from applicants' governments
- ③ Document Checklist

- ④ University Application form with required documents for the university

* Refer to Program Information attached

*** Important Notes for All Applicants:**

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

8. Contacts

1) Application & Document Submission

- KOICA regional Office

2) Major and University Admissions

- Universities (Refer to the Program Information)

3) Other inquiries

- KOICA HQs (Email : koica.sp@koica.go.kr)
- KOICA Website (<http://www.koica.go.kr/ciat/index.do>)

**List of Ministries/Agencies which Send Official Letters to for
PhD 2021 KOICA Scholarship Program**

Sector	Eligible Organization Priority	Course Title	University	Submission Deadline
Governance	Ministry of Civil Service; CARD; CDC/ CRDB; Ministry of Economy and Finance; Ministry of Foreign Affairs and International Cooperation, MISTI; Ministry of Land Management, Urban Planning and Construction; Ministry of Mines and Energy; Ministry of Commerce; Ministry of Environment; Ministry of Education, Youth and Sport; Ministry of National Assembly-Senate Relations and Inspection; Ministry of Planning; Ministry of Water Resources and Meteorology; Ministry of Tourism; Ministry of Women's Affairs; MRD; NUM; Council of Ministers; Phnom Penh Capital Hall; RULE; RUPP; Senate; Ministry of Social Affairs, Veterans and Youth Rehabilitation; MLVT; Ministry of Information; Ministry of Post and Telecommunication MOH, NBC, EDC, SSCA, SECC	Trade and Industrial Policy for Sustainable and Inclusive Growth	KDI	30 September, 2020

➤ **Eligible Candidate:**

- 1- Three years experience after graduated from KOICA Master SP, and be a government officials
- 2- Be a university/collage graduate and Master which have an equivalent educational background to the PhD 2021
- 3- Be nominated by his/her organization and ministry level
- 4- Have sufficient command of both spoken & written English to take classes conducted entirely in English and to write academic reports and a thesis in English.
- 5- Have a positive attitude and strong will to get adjusted to a multicultural environment and to understand the host country's culture
- 6- Required documents **by KOICA**

A - Official letter from your organization (one recommendation letter from organization level and one nomination letter from ministry level)

B - Required documents by university in Korea

➤ Please refer to the KOICA's website for detailed information:

http://www.koica.go.kr/khm_en/7882/subview.do?