

KOICA-Yonsei Master's Degree Program in Gender and Rural Community Development

August 17, 2020 – December 21, 2021

Wonju & Seongnam, Korea



Korea International Cooperation Agency



Yonsei University (Mirae Campus)

****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-Yonsei Master's Degree Program in Gender and Rural
Community Development

■ **Duration**

- Stay duration: August 17, 2020 – December 21, 2021

(17 months including 10 days of program orientation)

During the 17 months in Yonsei University, students are strongly recommended to complete their thesis.

- Academic duration: September 1, 2020 – August 31, 2022 (24 months)

In accordance to the university regulations, the diploma will be issued in August 2022.

■ **Degree:** Master of Public Policy

■ **Objectives**

- 1) To train women in the public sector and civil society as policy specialists and community leaders who will play active roles in the sustainable agriculture and inclusive rural community development with gender perspective
- 2) To provide the interdisciplinary curriculum to equip students with analytical tools and practical knowledge on public management and various policy issues in the area of agriculture and rural community development
- 3) To cultivate innovative problem solving ability by emphasizing the integration of the theory and practice through the exposure to the local community organizations such as Social Cooperatives in Wonju area
- 4) To build global partnerships between participating countries and Korea and to cultivate participants as global citizens

■ **Training Institute:** Graduate School of Government, Business, and
Entrepreneurship, Yonsei University

(<http://yonseigsgb.ac.kr> / <http://koica.yonsei.ac.kr>)

■ **Number of Participants: 20 Government Officials**

■ **Qualification:** Candidates must be females and citizens (government or public organization officials) of one of the partnership countries of KOICA. They must hold a bachelor's degree. They must be able to understand, speak and write in English fluently. In accordance with KOICA Scholarship Program in the Graduate School of Government, Business, and Entrepreneurship at Yonsei University, examinations, assignments, the research paper and Thesis should be written only in English. Candidates should have sound minds in sound bodies.

※ **Candidates would have a better chance to get admitted if:**

- they hold a bachelor's degree in Community Development, Gender, Rural Policy or a related field
- they have demonstrated knowledge of the field through relevant training and/or work experience in Gender, Gender Equality, Rural Policy or Community Development
- they have field experience for more than 3 years

■ **Language: English fluency that requires no translation**

■ **Main Accommodations: Yonsei University Dormitory**

(Sei-yon Dormitory & Cheong-yon Dormitory)

All dormitories are for double or triple occupancy in Yonsei University. According to the academic schedule and students' policy of Yonsei University, regular moving would be performed after each semester between Sei-yon Dormitory and Cheong-yon Dormitory.

- 1) Sei-yon Dormitory (Double Occupancy): 2 participants would stay in 1 room. A room is furnished with 2 private beds with mattresses with covers (excluding bedding), 2 private desks, 2 closets, 1 small refrigerator, 1 air conditioner, 1 shoe rack, 2 bookshelves, wired LAN, etc. A shower facility and a flush toilet are included in each room. Individual bedding such as blanket and pillow should be brought from home or be purchased upon arrival at the university.
- 2) Cheong-yon Dormitory (Triple Occupancy) : Similar to Cheong-yon Dormitory, the rooms are furnished with 3 private beds with mattresses and covers (excluding bedding), 3 private desks, 3 private closets, 3 bookshelves, 1 small refrigerator, 1 air conditioner, 1 shoe rack, wired LAN, etc. Individual bedding such as blanket and pillow should be brought from home or be purchased upon arrival at the university. A separate shower room and a flush toilet in a separate washroom are included in each room. Thanks to a special consideration of the dormitory staffs, 2 participants will stay in 1 room, which is originally designed to have triple occupancy.

II. PROGRAM CONTENTS

1. ACADEMIC SCHEDULE

Session	Date (YYYY.MM.DD)	Contents / Remarks
Preparatory Session	2020.8.17 – 2020.8.19	Arrival, Medical Check-up, KOICA Orientation
	2020.8.20– 2020.8.31	Yonsei Orientation
Fall Semester (1st semester)	2020.9.1 – 2020.12.21	16 weeks
Break	2020.12.22 – 2020.12.27	1 week
Winter Session	2020.12.28 – 2021.1.23	4 weeks
Winter Break	2021.1.24 – 2021.2.28	5 weeks
Spring Semester (2nd semester)	2021.3.1 – 2021.6.18	16 weeks
Break	2021.6.19 - 2021.6.27	1 week
Summer Session	2021.6.28 – 2021.7.23	4 weeks
Summer Break	2021.7.24 – 2021.8.31	5 weeks
Fall Semester (3rd semester)	2021.9.1 – 2021.12.21	16 weeks
Wrap-up Session	2021.11.29 – 2021.12.3	Final Oral Defense Presentation
	2021.12.7	Graduation Ceremony
	2021.12.21	Departure

*The above schedule is subject to change.

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

- Preparatory Session (Orientation)

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

Session	Date	Contents
Arrival	August 17, 2020	Arrival in Korea
KOICA Orientation	August 18 - 19, 2020	KOICA's welcoming session
Medical Check-up		Medical Check-up

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

- KOICA's welcoming session

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

- Medical Check-up

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

2. CURRICULUM

1) Program Background

The Republic of Korea, which was one of the poorest countries in the world during the 1960s, has achieved the modernization through rapid industrialization as well as democratization within the several decades. South Korea is the only country which transformed itself from a recipient of the foreign aid to a donor. This experience puts South Korea in a unique position within the global political economic order, hence has much to share with the other countries, which seek for the economic and social development.

This program aims to train women in the public sector and civil society for the purpose of achieving the sustainable agriculture and inclusive rural community development. This program is designed to cultivate policy specialists and community leaders who play active roles in the economic and social development with gender perspective. This program provides participants the opportunities to be exposed to

the various theoretical discourses, policy issues in the rural community development, social research methods, and analytical tools, in particular with gender perspective.

The curriculum is interdisciplinary, taught by the faculty members in the field of public policy and administration, rural economics, development sociology, environment and gender studies. In addition, this program emphasizes the integration of the theory and practice. For example, participants learn innovative solutions for social problems through the local community organizations such as Social Cooperatives in Wonju area. Also, participants stay in the Canaan Farmers' School, which is known for its practical training and disciplined life during the winter and summer sessions. Through this program, participants will be equipped with analytical tools and innovative problem solving ability which is grounded in the field.

2) Semesters and Sessions

The program is run for three regular semesters, plus two summer/winter sessions: from fall semester of 2020, as shown in the table below.

Semester	Total Credits (38)	Place	Duration
Orientation	0 credits	Yonsei University	10 days
Fall Semester 2020	9 credits	Yonsei University	16 weeks
Winter Session 2020	7 credits	Yonsei University (Canaan Farmers' School)	3 weeks (1 week)
Spring Semester 2021	10 credits	Yonsei University	16 weeks
Summer Session 2021	6 credits	Yonsei University (Canaan Farmers' School)	3 weeks (1 week)
Fall Semester 2021	6 credits	Yonsei University	16 weeks
Spring Semester 2022	0 credit	Home Country	16 weeks

Therefore, participants should complete all their course requirements and thesis for graduation by the fall semester of 2021 within 17 months. When they succeed in completing all graduation requirements, they will receive the master diploma in August, 2022. The Korean education law only allows issuance of a graduation certificate after 18 months have passed (that is, in the fourth semester). So, the spring semester of 2022 in the above table is only to meet the requirements of Korean government's education law.

Regular semesters (fall and spring) consist of 16 weeks, and participants normally take 9 and 10 credits in each semester. During the semesters, all classes will be open at Yonsei University Mirae Campus except for winter and summer session due to the practical training program.

During winter and summer session, classes will be open at the Canaan Farmers' School (see the details of this institution on Part V) as well as in Yonsei University. After the session in Yonsei for 3 weeks, all the participants will go to Canaan Farmers' School to take practical training program. When the participants enter into the Canaan Farmers' School, the standard daily schedule here during the session is as shown in the table below. Following the rules of Canaan Farmers' School, to build up the community leadership, 2 participants would share a room together.

Canaan Farmers' School Standard Daily Schedule

Time	Schedule
05:00~06:00	Morning roll call/ Exercise
08:00	Breakfast
09:30~12:30	Lecture/ Discussion
13:00	Lunch
14:00~17:00	Lecture/Practices/Reflection
18:00	Dinner
21:30	Evening Roll Call
22:00	Sleeping

Participants must complete all semesters and sessions provided by the program during their study period in Korea. When participants want to take some break between semesters, they can only take a break after the winter and summer sessions when no academic activities are going on.

3) Curriculum & Credits

- The credits required to complete the Master's program: 38 credits

Type (Semester)	Type	Course Title
Orientation 2020	Required (0)	Orientation Program : Program Introduction, Korean History and Society, Campus Introduction, Special Lectures on Gender & Korean Culture, Learning Korea with Survival Korean Language
Fall Semester 2020	Required (3)	- Research Methodology (3)
	Electives (6)	- Theoretical Approaches to Gender and Development (3) - Community Organizing and Capability Development (3) - Women's Empowerment and Finance Management (3) - Agricultural Policy and Rural Development (3) - Social Economy and Community Development (3)
	Extra (3)	- Korean Language and Culture (I) (3)

Type (Semester)	Type	Course Title
Winter Session 2020	Required (4)	<ul style="list-style-type: none"> - Statistical Analysis (3) - How to Write Thesis (1) - Leadership Development Practice (0)
	Electives (3)	<ul style="list-style-type: none"> - Gender Analysis and Policy Evaluation (3) - Local Food Security and Agricultural Development (3) - Smart Health Care and Community Development (3)
Spring Semester 2021	Required (1)	<ul style="list-style-type: none"> - Thesis Workshop (1)
	Electives (9)	<ul style="list-style-type: none"> - Project Management (3) - Practicum on Women's Leadership (3) - Climate Change and Rural Development (3) - Diversity Management and Rural Development (3) - Education and Rural Development (3) - IT Use and Community Development (3)
	Extra (3)	<ul style="list-style-type: none"> - Korean Language and Culture (II) (3)
Summer Session 2021	Required (0)	<ul style="list-style-type: none"> - Leadership Development Practice (0)
	Electives (6)	<ul style="list-style-type: none"> - Practice of Statistical Package (3) - Doing Gender: Policy Issues in Gender and Rural Development (3) - Policy Analysis and Program Evaluation (3) - Smart Agriculture and Marketing (3)
Fall Semester 2021	Required (6)	<ul style="list-style-type: none"> - Action Plan Workshop (3) - Intensive Individual Study (3)
Spring Semester 2022	Required (0)	<ul style="list-style-type: none"> - Master's Thesis (0)

* The above curriculum is subject to change.

** Several elective courses will be offered in each semester and session. Some courses may not be offered due to instructor unavailability, and new ones be added according to the participants' needs.

- Most of the courses have basically three credits and three hour classes. But there are exceptional ones like "How to Write Master Thesis" (1 credit) and "Thesis Workshop" (1 credit), "Leadership Development Practice" (0 credit) and "Thesis" (0 credit).

- Graduation Requirement: For graduation with a Master's degree, all participants must complete all requirement courses and a minimum of 38 credits. In addition to the course completion, they must complete the writing of thesis within the given academic schedule. They will need to pass comprehensive exams to obtain the qualification to write the thesis.

-Thesis Writing: It is strongly recommended for all participants to complete their master's thesis before returning home. In Fall Semester of 2021, participants will have enough time to work on their thesis. Detailed information about thesis writing will be provided later on.

- English is the language of instruction. Not only course work but also all academic affairs will be conducted in English.

- Courses are designed to ensure that participants gain practical expertise. Participatory teaching methods will be fully utilized. Diverse methods such as lecture and discussion, presentation and debate, simulation and case studies will be employed to enhance student's problem-solving abilities.

4) Graduation Requirements.

- In order to graduate, participants must complete 38 credits, earn a GPA higher than 2.7 (higher than B-), and submit a thesis.

5) Teaching Plan for Thesis Research

- Writing a thesis is required to obtain the Master of Public Administration in this program. It is certain that participants can learn a lot by writing it. In particular, they can improve the research capabilities which are demanded for policy makers when they want to investigate and discover solutions to the public issues in the more rigorous and systematic way.

- It is more desirable for participants to begin their preparation earlier for writing a thesis in this program. As shown in the table below, participants will start with thinking over the main topic and major research methodology from the first semester. This program has many faculties who have a long experience in teaching and advising participants to write a better thesis. They will join thesis review committees and provide full support for participants writing a thesis, which may be stressful but necessarily taken in the learning process.

- Major activities for thesis research are in the following table.

Semester	Related Classes	Activities	Expected Effects
Fall Semester, 2020	- Community Research Methodology	<ul style="list-style-type: none"> - Explore thesis topics by literature review. - Begin individual meeting between director and participants for the thesis development. 	<ul style="list-style-type: none"> - Students realize the importance of the thesis. - Students explore and decide the tentative topic of their thesis.
Winter Session 2020	<ul style="list-style-type: none"> - How to Write Thesis - Statistical Analysis 	<ul style="list-style-type: none"> - Thesis advisors will be assigned to each student. - Begin a man-to-man interaction between thesis advisor and student for the thesis development. 	<ul style="list-style-type: none"> - Students determine the thesis topic. - Students could build up thesis contents in thesis format.
Spring Semester 2021	<ul style="list-style-type: none"> - Thesis Workshop - Project Management 	<ul style="list-style-type: none"> - Have regular meetings with thesis advisor. - Form a thesis review committee for each student. - Students present their thesis proposal at a workshop where all faculty and participants attend. 	<ul style="list-style-type: none"> - Assign two co-advisors to each student. - Complete the draft of thesis proposal. - Feedback on thesis research - Deepen the literature review.
Summer Session 2021	- Practice of Statistical Package	- Work on the building of research framework and the data collection.	- Finish the literature review, build the analytical framework, and begin data collection.
Fall Semester 2021	- Intensive Individual Study	<ul style="list-style-type: none"> - Take a comprehensive exam to be formally qualified to write a thesis. - Preliminary and final review of thesis - Best thesis will be awarded at the closing ceremony. 	<ul style="list-style-type: none"> - Finish data collection and writing the analysis and the concluding parts. - Thesis will be passed when three committee members reach to an agreement. - Good thesis may have chance to be presented at an academic conference.
Spring Semester 2022	- Master's Thesis	(Only for registration purpose)	- Official certificate of Master's degree will be mailed to each after the graduation ceremony at the end of August, 2022.

3. EXTRACURRICULAR ACTIVITIES (TENTATIVE)

Extracurricular activities are offered during the whole study period. Study visits, field trips, industrial and cultural site tours and other extracurricular activities will be as follows.

1) Field trip in Classes (at least 3 times during this program)

: Korean Institute for Gender Equality Promotion and Education, Korean Women's Development Institute, Women Resources Development Center, Korea Inclusive Finance Agency, Social Solidarity Bank, Wonju Cooperative Movement, Wonju Agricultural Technology Center, Information Network Village, etc. (The places are subject to change)

2) Industrial Visit (Twice during this program)

: POSCO Steel Company, Hyundai Kia Motors, Hyundai Heavy Industry, Wonju Local Food, Gurye i-Coop, Rural Development Administration, Korea Rural Community Cooperation, etc. (The Places are subject to change.)

3) Korean Culture Sites Visits (Related to Field trips in Classes and Industrial Visits)

: Gyeongju, Seoul City Tour, National Museum of Korea, Jeonju Traditional House(Han-ok), etc. (The places are subject to change.)

4) Fellowship Event

- **The Culture Exchange Activities with Korean Students** are organized for international students to share global culture with Korean undergraduate student. The activities would be included international festivals, sports festivals, volunteering work for community in Wonju and so on.

- **Other activities** are Music Concert Series, Global Village Program, Regional Festivals, etc.

5) Other Extracurricular Activities (Korean Cultural Experience Program)

: A variety of cultural programs will be provided to familiarize international students with Korean culture with participating in the regional festival such as Kimchi Making Festival, Full-Moon Festival in February, Winter Festival in Gangwon Province,

III. TRAINING INSTITUTE

1. GENERAL INFORMATION

1) About Yonsei University (<http://www.yonsei.ac.kr>)

Being the oldest private university in Korea, Yonsei University was first established in 1885 by Christian missionaries. Its mission is to educate leaders who will contribute to mankind in the spirit of “truth and freedom”. Around 400,000 Yonsei alumni who take this calling to heart can be found manifesting this proud spirit from leadership positions around the world.

The main campus of Yonsei University is ensconced in a spacious, picturesque and natural setting located minutes away from the economic, political, and cultural centers of Seoul's metropolitan downtown. Yonsei has more than 4,800 eminent faculty members who are conducting cutting-edge research across all academic disciplines. There are 21 graduate schools, 22 colleges and 131 subsidiary institutions hosting a selective pool of students from around the world.

2) Yonsei University Mirae Campus (<http://www.yonsei.ac.kr>)

Yonsei University Mirae Campus was founded in 1977 as a second campus to Seoul campus. As of 2019, the campus has 7,075 undergraduates, 998 graduate students and 829 faculty members in 51 academic departments. The city of Wonju is located in Gangwon province, and about 60 miles east of Seoul. The 500-acre campus is surrounded by a dense forest and a beautiful lake, while featuring highly-equipped facilities, great cultural diversity and a cosmopolitan atmosphere.

3) Graduate School of Government, Business, and Entrepreneurship (<http://yonseigsgb.ac.kr> / <http://koica.yonsei.ac.kr>)

The Graduate School of Government, Business, and Entrepreneurship researches and teaches theories and practices in the changing society under Yonsei's founding principles of truth and freedom. It was established in March 1990 to contribute to social development by nurturing talents with leadership, creativity, and capability.

The graduate school targets students who aspire to systematically and effectively study the new areas to middle managers from all sectors. There are 7 majors which are taught in Korean such as economics and trade, business administration, public administration, educational administration, political science, international welfare, and entrepreneurship. Also, there are 2 Master's Degree courses for international students in addition to this program for KOICA Scholarship Program and International MBA

Program. The graduates are actively working in all corners of Korean society utilizing their capabilities that have been nurtured throughout its master program.

In addition, in order to meet the trends such as democratization, localization, and globalization, Yonsei developed a course for high-level executives based on its experience and strength in education. Around 1, 100 students completed the short-term executive course over 23 rounds to improve their leadership and capabilities.

In September 2011 the graduate school opened a new Master's Degree Program on Rural Society Leadership Development for Global Poverty Reduction as a special program for government officials who will play major roles in overcoming poverty in developing countries in the financial support of KOICA. In September 2014, Master's Degree Program in Community Development Leadership was opened. And, in 2019, the Master's Degree Program in Community Development is an extension of former programs. By transferring knowledge of community development to policy makers and project managers from developing countries. Based on the history of KOICA Scholarship Program in Yonsei University, Master's Degree Program in Gender and Rural Community Development will be expected to contribute to the sustainable development of their own countries with gender perspective.

◆ **Campus Map (Graduate School: No. 4, Dormitories: No. 18 ~24)**



- | | | |
|------------------------------------|---|--|
| 01. Main Gate | 12. Yonsei Sports Center | 23. Seiyon 2 Haksa (Dormitory) |
| 02. University Church | 13. Athletic Field | 24. Seiyon 3 Haksa (Dormitory) |
| 03. Headquarters of Administration | 14. Tennis Court | 25. Hyonunjae (Guest House) |
| 04. Jeongui Hall | 15. Amphitheater | 26. Medical Industry Techno Tower |
| 05. Cheongsong Hall | 16. Wonju Museum | 27. Medical Industry Venture Center |
| 06. Changjo Hall | 17. 1071 Reserve Officers' Training Corps | 28. Eco Environmental Technology Center |
| 07. Baekun Hall | 18. Maeji 1 Haksa (Dormitory) | 29. Business Incubator Center for the Disabled |
| 08. Mirae Hall | 19. Maeji 2 Haksa (Dormitory) | 30. Business Incubator Center |
| 09. Main Library | 20. Maeji 3 Haksa (Dormitory) | 31. The Rose of Sharon Park |
| 10. Student Union | 21. Cheongyeon Haksa (Dormitory) | |
| 11. Yonsei Plaza | 22. Seiyon 1 Haksa (Dormitory) | |

4) Canaan Farmers' School

Aiming to produce model communities of poverty eradication based on mindset transformation and to raise leaders who would practice and live out the changed mindset, the Canaan Farmers' School movement has played a crucial role since its establishment in 1931. It taught national pride to the Korea public, stimulating them to work for poverty eradication through agriculture. The movement later evolved into a social movement, encompassing every aspect of life, especially through practical vocational training. Now, ten overseas branches of the Canaan Farmers' School have been set up around the world.

The education of Canaan Farmers' School focuses on the changes in students' mindset, attitude and lifestyle. In this regard, its education goes on very strong and demands more disciplined way of living of students. For this course, during the winter and summer session, the students would go to the practical training program to build up independence and capacity building for women empowerment.

2. ACCOMMODATION

1) Housing Services

Participants will be housed at an on-campus dormitory, Sey-on dormitory and Cheong-yon dormitory. Due to the dormitory policy of Yonsei University, two students will be assigned to a single room during the whole program. Also, students are scheduled to move their residence before every semester (e.g., 2020 Winter Session, 2021 Spring Semester, 2021 Summer Session, 2021 Fall Semester). Just before participants move to another dormitory, all the dormitory facilities will be intensely cleaned up by the dormitory staffs. Thus, participants could move to the clean and new rooms, with potentially new roommates. For regular semesters such as Fall semesters and Spring semesters, Korean roommate may be an option for KOICA scholarship students.

2) Facilities

*Double occupancy (Sharing a room with a roommate.)

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

***Communal Area (Sharing): Lounge, Study Room, Seminar Room, Resting Area, Laundry room, Praying room, Computer Lab



Cheong-yon Dormitory

. 304 rooms are available.

(The photo is the building of Cheongyon Dormitory, and those below are some of its major facilities.



Bedroom



Study Room



Seminar Room



Lounge



Praying Room



Computer Lab

- 2 participants would stay in 1 room in either dormitory Sei-yon or Cheong-yon. A room is furnished with 2 or 3 private beds with mattresses with covers(excluding bedding), 2 or 3 private desks, 2 or 3 closets, 2 or 3 bookshelves, 1 small refrigerator, 1 air conditioner, 1 shoe rack, wired LAN, etc. A shower facility and a flush toilet are included in each room. Individual bedding such as blanket and pillow should be brought from home or be purchased upon arrival at the university.

- Each floor has a lounge which has a microwave oven and others for heating food.
- Janitor will keep guarding over the building. All dormitories in Yonsei University do not allow students to leave the building after midnight and enter until 5 am.
- Elevator is available.
- Monthly rent will be paid by Yonsei University in cooperation with the KOICA.
- The tenant regulations and instructions will be distributed during orientation period.

3. OTHER INFORMATION

1) University Library

Main library of Mirae Campus (<http://wlib.yonsei.ac.kr>):

The main library of Yonsei University Mirae Campus is located at the center of the university. The Study Room at basement (B1) is opened 24 hours a day throughout the year. In the periodical room, you can read books, journals, and newspapers. You can also browse the CD-Rom titles and get access to the Internet to search for information you need.



Main Library



Lobby of the Main Library

Area	Open for Weekdays	Open for Saturday
Seminar Rooms (1F) Seminar Rooms (4F) Room for Private Laptops	06:00~23:00	06:00~23:00
Others (Periodical room, Multimedia room, etc.)	09:00~22:00	09:00~13:00

*More information is addressed on the Main Library website as below.

<http://wlib.yonsei.ac.kr/main/main.do?sLang=en>

2) International Students Office

- International education center (<http://yiec.yonsei.ac.kr>)

: Coordinates study programs abroad with sister universities in the world and assists incoming and outgoing exchange students. Provides service for international scholars and students on campus.

Room 314, Yonsei Plaza (Tel. +82-33-760-2727, E-Mail. yiec@yonsei.ac.kr)

- Graduate School of Government, Business, and Entrepreneurship

(<http://yonseigsgb.ac.kr/main.php>)

: The Graduate School Office offers academic information and any kind of services for the students of the graduate school.

Room 305, Jeongui Hall (Tel. +82-33-760-2484, Fax. +82-33-760-4324)

- Yonsei-KOICA Scholarship Program (<http://koica.yonsei.ac.kr>)

: The Yonsei-KOICA Office offers academic information and any kind of services for the students of this Program.

Room 219, Jeongui Hall (Tel. +82-33-760-2482, Fax. +82-33-760-4324)

3) PC Labs on Campus

All building in campus have PC labs where students can use computers for word processing, internet, and so on. Also, in lobbies of all buildings, printers are available, but students are required to bring their paper for printing.

Location	Room Number	Facilities
Jeongui Hall	#127 & #215	Computers, Printer, Scanner, Copy machine
Cheonsong Hall	#527	Computers (Statistical Analysis Software)
Main Library	All Floors	Computers, Printer, Copy machine



Room 215 in Jeongui Hall



Multimedia Room
on the 2nd floor of Main Library

4) Dining on Campus (Cafeteria)

Cafeteria	Location	Hours	Food Served
Student Cafeteria I	2 nd Floor of Yonsei Plaza	7:30 a.m. ~ 7 p.m.	Korean/Western meal
Student Cafeteria II	1 st Floor of Student Union Building	8 a.m. ~ 7 p.m.	Korean/Western meal

Cafeteria	Location	Hours	Food Served
Food Court	1 st Floor of Student Union Building	9 a.m. ~ 8 p.m.	Korean/Western meal
Faculty Restaurant	1st Floor of Faculty Residence Hall	11 a.m. ~ 2 p.m.	Korean/Western meal
Chinese Restaurant	2nd Floor of Yonsei Plaza	9 a.m. ~ 9 p.m.	Korean Chinese meal



Student Cafeteria I
the 2nd floor of Yonsei Plaza



Student Cafeteria II
the 1st floor of Student Union Building

5) Others

Facilities	Functions	Location
I-Lounge	PC use, Coffee, Seminar Rooms	4th Floor of Student Union Building
Fitness Center, Swimming Pool, Other Sports Facilities	Weight training, Racquetball, Skin scuba training, etc.	1st Floor of Yonsei Sports Center
Dormitory Office	It assists students who reside in on-campus housing.	1st Floor, Chung Yeon Dormitory
Sexual Harassment Counseling Center	Yonsei Sexual Harassment Counseling Center aims to minimize the damage caused by sexual harassment by promptly dealing with issues of sexual harassment that might occur on campus by providing counseling services.	Room 208, Student Union Building
Woori Bank	Students can open bank account, deposit and money withdrawal and so on.	1st Floor, Yonsei Plaza
Post Office	Students can send airmail as well as postcards and parcels.	1st Floor, Yonsei Plaza
Book Store	Students can buy textbooks and other books.	1st Floor, Yonsei Plaza

Facilities	Functions	Location
Photocopy Room	Students can make a copy of any paper material.	1st Floor, Yonsei Plaza
ATM	Students can withdraw, deposit, and transfer money.	Yonsei Plaza, Student Union Building
Nu-ri Sam	It is a stationary & souvenir store.	1 st Floor, Yonsei Plaza
Laundry	Students can wash not only clothing, but also bedding, shoes, etc.	1 st Floor Yonsei Plaza
Optician's	Students can buy glasses, frames, lens.	1 st Floor, Yonsei Plaza
CU (Convenient Store for You)	It is a convenient store.	1 st Floor, Yonsei Plaza



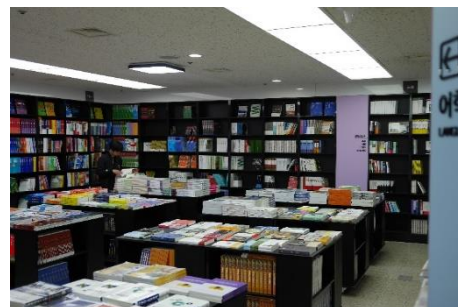
Fitness Center (Swimming Pool)



I-Lounge



Nuri-Sam



Book Store

6) Medical Facilities in City

Type	Medical Facility	Location	Business Hours	Phone Number
General	Wonju Sevrance Christian Hospital	20, Ilsan-ro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 5:00 p.m. Emergency Room) 24 hours	+82-33-741-0114
	Gangwon-do Wonju Medical Center	387, Seowondaero, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 5:00 p.m. Emergency Room) 24 hours	+82-33-760-4500
Orthopedics	Sungji Hospital	22, Wonilro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 6:00 p.m. Emergency Room) 24 hours	+82-33-760-3114
	Uhm Jaedong Orthopedics Clinic	14, Namwonro 534, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 6:30 p.m.	+82-33-763-7077
Internal Medicine	Soksiwonhan Internal Medicine Clinic	74, Roanocro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 8:30 a.m. to 6:00 p.m.	+82-33-743-8275
	Son Kyungsoo Internal Medicine Clinic	665, Namwonro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 8:30 a.m. to 6:00 p.m.	+82-33-763-8252
Otolaryngology	Hong Kisu Otolaryngology Clinic	105, Joongangro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 6:30 p.m.	+82-33-735-7707
	Hanbit Otolaryngology Clinic	36, Sicheongro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 7:00 p.m.	+82-33-761-5002
Dental	Seoul Insung Detal Clinic	57, Namwonro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 6:00 p.m.	+82-33-766-2879
Dermatology	Korean Hansen Welfare Association of Gangwon Branch	155, Wonilro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 6:00 p.m.	+82-33-742-7590
	Doctor Skin Dermatology Clinic	406, Seowondaero, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 6:00 p.m.	+82-33-744-7007
Ophthalmology	Woori Ophthalmology Clinic	109, Wonilro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 6:00 p.m.	+82-33-746-0212
Obstetrics / Gynecology	Mirae Obstetrics / Gynecology Clinic	183, Danguro, Wonju, Gangwon-do, Korea	Outpatient) Monday to Friday 9:00 a.m. to 6:00 p.m.	+82-33-766-8008

- Health Care Center

For minor health problems such as cold or digestion, it is strongly recommended that students visit the health care center located on the third floor of Student Union Building. The medical doctor and the nursing service are available during fixed hours. It also provides the dental checking service.

Location	Student Union Building
Tel	+82-33-760-2641
Office Hours	9:00 a.m – 5:00 p.m

- Wonju Severance Christian Hospital, Yonsei University

Yonsei University Mirae campus has the Wonju Severance Christian Hospital in the downtown area of the city of Wonju. It is a huge hospital with around 900 beds and provides total care of medical service.

For severe health problems or medical check-up, you can go to Wonju Severance Christian Hospital. We recommend you to visit the dormitory office or Yonsei-KOICA Scholarship Program office before going to the hospital. We will make a proper arrangement with the hospital for you.

Available Services	<ul style="list-style-type: none"> • Appointment • 1:1 Care for outpatients • English Bill & Certificate Issue Service • Inpatient & ER patient coordinators • Medical Check-up
Contact Info	<ul style="list-style-type: none"> • Tel: +82-33-741-0114 • Homepage: http://wch.or.kr

※ Korea's prescription law

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

IV. ACADEMIC REGULATIONS

1. Attendance and Absenteeism

Students are expected to attend all of the classes they have registered for each semester. Any student who, without a good reason, has failed to attend class for at least one-third of the total class hours shall be evaluated as fail(F).

A. In case that a student is absent for any of the reasons below, the student must notify the office or appropriate faculty and get approval in advance:

- Academic planning, field-trips, on-location training, etc.
- Participation in seminars or conferences (including international ones) approved by the Program Director
- Other events as approved by the Program Director

B. In the case of illness or emergency situations, students who will be absent for less than seven days (including holidays and weekend days) need to submit written notification of such absence to the Program Director. For absences longer than seven days, students must submit a written diagnosis by a physician.

2. Must reside in Yonsei Dormitory in Yonsei Mirae Campus

- Students must reside in Yonsei dormitory on campus and at Canaan Farmers' School when students take courses there during winter and summer session.
- Living off-campus is not allowed.

3. Must abide by residency regulations

- Yonsei dormitories in Mirae campus house more than 3,500 undergraduate and graduate students and have strict residency regulations, so all resident-students must abide by them with staying as single or double occupancy in a room.

4. Examinations and Grade Evaluations

1) Minimum Grade Point Average Requirement

- Students must maintain minimum B- (2.7 point or 80-82 scores) grade point average to successfully graduate the program.

2) Regular Exams and Make-up Exams

- Regular Exams: Mid-term (7th to 8th week of semester), Final (last two weeks of semester)

-Make-up Exams: In the case a student cannot sit for an exam due to any reason like illness, she must notify the course faculty before the test date, and a make-up exam can be arranged at another time.

3) Scholastic Performance Evaluation Method

-Scholastic performance will be based on a 100-point scale for each course registered. Grades will be based on classroom performance (presentations, attendance) and test performance (mid-term and final exams).

4) Evaluation Standard: Evaluation Ranking

Grades	Score (%)	Grade Point	Grades	Score (%)	Grade Point
A+	97-100	4.3	C+	77-79	2.3
A0	93-96	4.0	C0	73-76	2.0
A-	90-92	3.7	C-	70-72	1.7
B+	87-89	3.3	D+	67-69	1.3
B0	83-86	3.0	D0	63-66	1.0
B-	80-82	2.7	D-	60-62	0.7
			F	0~59	0.0
			P/ NP		Pass/ Non-Pass

5. Participant's responsibilities

Participants are required

- To take up the scholarship in the academic year for which it is offered (deferral is not allowed).
- To follow the scholarship program to the best of their ability and abide by the rules of the training institute (Yonsei University and Canaan Farmers' School) and KOICA.
- To participate in all activities associated with the approved course of study including all lectures and tutorials
- To submit all work required for the courses and to sit for examinations.
- To notify the training institute in advance and to get an approval for temporary leaving from Program Director.
- To advise KOICA and Yonsei University of any personal or family circumstances such as health problems or family problems which may seriously affect students' study.
- To refrain from engaging in political activities or any form of employment for profit.

- To agree to KOICA collecting information concerning students and passing that information onto other relevant parties, if necessary.
- Not to extend the length of their training program or stay for personal convenience in Korea; neither KOICA nor the university will provide any assistance and be responsible for the extension of students' stay.

6. Withdrawals

- A participant may withdraw with valid personal or home country's reasons (such as health or work issues) when acceptable to KOICA.
In this case, she is not allowed to re-apply for KOICA's scholarship program for the next two years after the withdrawal.
- If a participant fails to attain certain grades (Total GPA 2.7) required by the KOICA Scholarship Program in Yonsei University, she may be forced to withdraw and return home upon withdrawal. In this case, she is not allowed to re-apply for KOICA's scholarship program.
- The participant who withdraws must return to the training institute the living allowance she has already received for the remaining period from the date of departure from Korea.

7. Temporary Leave

- Participants can take a temporary leave during the school vacation (to the participants' home country or for a trip abroad) on the condition that the trip does not affect their schoolwork and as long as they notify the university in advance.
- KOICA and the university will not pay airfare for the trip and their living allowance will be suspended from the day of departure to the day of return during temporary leave.
- If the participant is found to have made an unreported temporary visit to his or her home country or traveled to other countries or made a trip despite the university's disapproval, she may be suspended from the KOICA scholarship.

8. Accompanying or inviting Family

- As KOICA's Scholarship Program is a very intensive program, which requires full commitment and concentrated effort for study, participants CAN NOT bring any family members.
- KOICA does not provide any financial or other administrative support for the dependents of the participants.
- If a participant invites family members within the duration of one month, one must take a full responsibility related to their family members travel to and stay in Korea including administrative and financial support as well as legal matters in Korea.

The participant is required to sign and submit the Written Pledge with supporting documents by acknowledging his/her responsibility and conditions of bringing his/her family members in Korea in advance. A copy of the Written Pledge is available at GMPA Office.

9. Others

- KOICA and Yonsei University will assume any responsibility only within the limit and scope of the insurance for participants.
- KOICA and Yonsei University are not liable for any damage or loss of the participant's personal property.
- KOICA and Yonsei University will not assume any responsibility for illness, injury, or death of the participants arising from extracurricular activities, willful misconduct, or undisclosed pre-existing medical conditions.
- If the participants break any of the rules of KOICA, Yonsei University or Korean Government during their stay in Korea, their status as a KOICA program participant may be suspended
- Yonsei University doesn't allow participants to buy any vehicle or automobile during their stay in Korea for safety. If the students buy a vehicle or automobile without an intimate consultation with the Program Director and Program Office, the students' status as a KOICA program participant may be suspended.

V. REQUIRED DOCUMENTS

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

- 1) Document Check List
- 2) KOICA Application Form
- 3) Yonsei University (Graduate School of Government, Business, and Entrepreneurship) Form 1: Personal Statement and Study Plan (Type in English and print out, handwriting is not acceptable)
- 4) Curricular Vitae
- 5) Yonsei University (Graduate School of Government, Business, and Entrepreneurship) Form 2: Recommendation(Academic): from two different professors with a stamp or signature on a sealed envelope by the recommender (Print twice and to be completed by each of your two professors)
- 6) Yonsei University(Graduate School of Government, Business, and Entrepreneurship)Form 3: Recommendation(Present Work): from two different professionals or supervisors with a stamp or signature on a sealed envelope by the recommender (Print twice and to be completed by each of your two professors)
- 7) A Copy of the Applicant's Passport (please check the expired date)
- 8) Bachelor's Transcript(s) (Undergraduate grades/marks)
- 9) Certified copy of a Bachelor's Degree Diploma
- 10) Two passport photos (3cm X 4cm)
- 11) Employment verification (if applicable)
- 12) Certificate proving English Proficiency (if applicable): Please submit a score report of a recognized English Proficiency Test such as TOEFL, TEPS, IELTS or any other supporting documents which demonstrate appropriate English language proficiency.

※ All documents (Diplomas, Transcripts, Statement of Purpose, Recommendation Letters, etc.) must be original and in English.

※ Please refer to the following site for further information: <http://koica.yonsei.ac.kr>

*Important Notes for All Applicants:

1. All forms should be typed in English and all the supporting documents should be in English. Documents in any other language should be accompanied by a notarized English translation.
2. Original documents should be submitted. (If it is unavailable, the originating institution must authorize copies before they are submitted.)
3. If any of the submitted materials contain false information, admission will be rescinded.
4. Applicants whose forms and supporting documents are incomplete or unsatisfactory will be disqualified from the admission process.
5. Applicants should take full responsibility for any disadvantage due to the mistakes or omissions on the application

VI. CONTACTS

1. CONTACT INFORMATION

1) Korea International Cooperation Agency (KOICA)

· **Program Manager: Mr. Hyun seok Kang, ODA Education Center**

- Address: 825 Daewangpangyo-ro, Sujeong-gu, Seongnam-Si, 461-833 Gyeonggi-do Republic of Korea
- Tel: +82-31-740-0681
- Fax: +82-31-740-0765
- E-mail: hyunseok@koica.go.kr
- Homepage: <http://www.koica.go.kr>

· **Program Coordinator: Ms. A Young Kim**

- Tel: +82-31-777-2847
- Fax: +82-31-777-2882
- E-mail: aykim@koworks.org

2) Graduate School of Government, Business, and Entrepreneurship, Yonsei University

· **Program Coordinator : Ms. Eunkyung Hong (Ruby)**

Graduate School of Government, Business, and Entrepreneurship

- Address: #219, Jeongui Hall, Yonsei University Mirae Campus, 1 Yonseidaegil, Wonju, Gangwon-do, 26493, Republic of Korea
- Phone: +82-33-760-2482
- Fax: +82-33-760-4324
- E-Mail: ruby@yonsei.ac.kr
- Home page: <http://koica.yonsei.ac.kr>

*The schedule in PI (Program Information) can be changeable according to the KOICA and Yonsei University's schedule.