KDI SCHOOL
KDI School of Public Policy and Management

Fall 2017 Admission for Public Officials

Eligibility

- Currently employed in the public sector for minimum of 6 years

  OR

- Division Head level or above in the public sector

Programs

- **MPP (Master of Public Policy)**
  - Finance and Macroeconomic Policy
  - Trade and Industry Policy
  - Public Finance and Social Policy
  - Regional Development and Environment Policy

- **MDP (Master of Development Policy)**
  - Sustainable Development
  - International Development

Application Procedure

1. Submit an online application at http://apply.kdischool.ac.kr
2. Visit http://admissions.kdischool.ac.kr
3. Download application guideline and official forms
4. Prepare documents as instructed in the application guideline
5. Send them via post mail (Fedex, DHL etc.) by May 24th, 2017 KST

Address: Admissions Office 263, Namsejong-ro, Sejong-si, Korea(ROK) postal code 30149

Application Documents

- Online Application
- Statement of Purpose
- Original/certified Academic Transcript (Bachelor's level)
- Original/certified Degree Diploma (Bachelor's level)
- 2 Recommendation Letters
- English proficiency score report (recommended) (TOEFL/TOEIC/IELTS/TEPS)
  OR Original/certified Medium of Instruction letter
- Video Essay (recommended)
- Employment Verification
- Copy of passport
- Two photos or photo uploaded on online application

Contact Us

- Address
  263, Namsejong-ro, Sejong-si, Korea(ROK)
  postal code 30149
- Email
  internationaladmissions@kdis.ac.kr
- Telephone
  +82-44-550-1281 (9:00-18:00 KST)
- Facebook
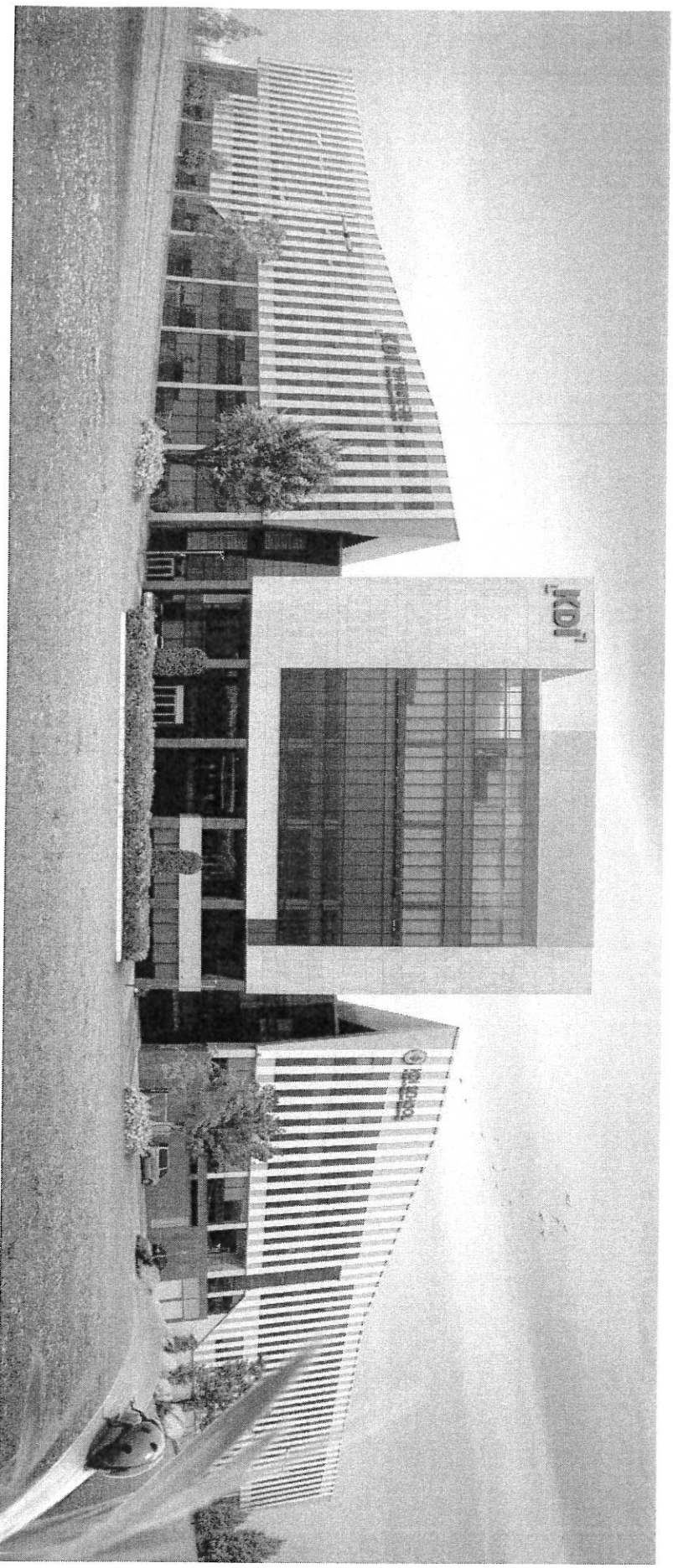 http://www.facebook.com/KDISofficial

Fall 2017 Admissions

Application Guideline
for International Students

KDI SCHOOL
KDI School of Public Policy and Management

CONTENTS

1. Admissions Overview

Category	Fall 2017 Admissions	Spring 2018 Admissions
Available Programs	**Master's Programs (full-time)** - Master of Public Policy - Master of Development Policy	**Master's Programs** - Master of Public Policy - Master of Development Policy - Master of Public Management **Ph.D. Programs** - Ph.D. in Public Policy - Ph.D. in Development Policy
Application Period	March 27th – May 24th, 2017	August – October, 2017
Final Result	July, 2017	December, 2017
Program Entrance	September, 2017	February, 2018

KDI SCHOOL
of Public Policy and Management

2. Admissions Schedule

Online Application

March 27 – May 24 (24:00, KST), 2017

- Submit at https://apply.kdischool.ac.kr
- The online application system will close by midnight on the deadline.

Document Submission

March 27 – May 24 (18:00, KST), 2017

- All required documents must arrive in one envelope at the admissions office no later than 6 p.m. on May 24th, 2017 KST.
- Late or incomplete documents are not accepted.

Document Review

Early-June, 2017

- If all required documents and online application are submitted on time, they will be reviewed by the admissions committee.
- The result of the document review will be posted on the online application system.

2. Admissions Schedule (Cont.)

Interview

Mid-June, 2017

- Those who pass the document review will receive a pre-interview call prior to the actual phone or Skype interview.

Final Result

Early July, 2017

- The final result will be announced via email and posted on the online application system.

Registration

July – August, 2017

- The admissions package will be sent to each admitted student by email and postal mail.

Program Entrance

September, 2017

- The fall semester is scheduled to begin on September 4th, 2017 and academic calendar will be provided upon admission.

3. Program Information :
Master of Public Policy (MPP)

The Master of Public Policy (MPP) program is designed to provide global perspective and professional expertise in public policy areas. The program is highly regarded both in and outside of Korea, particularly among developing nations and government officials. The faculty with outstanding research backgrounds and empirical knowledge offers a leading curriculum that integrates theory and practice. Students are required to take one of the economic policy study areas, and may select additional study areas to cover 39 credits towards their graduation. The highly diverse student composition provides a unique educational environment. Both domestic and international students from all walks of life, including the government, the media, and NGOs are able to share ideas, knowledge and experiences, and build a dynamic global network.

Academic Goals

- Expand policy-makers' capability in policy planning, analysis and implementation
- Foster professionals in the field of economic and social policies

3. Program Information (Cont.):
Master of Development Policy (MDP)

Based on the KDI's hands-on experience on development policy of over 40 years, the Master of Development Policy (MDP) program offers a curriculum where students can examine various issues of socio-economic development in both theoretical and practical frameworks. The program is specifically targeted for international professionals, including government officials, development consultants, and regional specialists who wish to contribute to development policy-making. The program is also focused on fostering professionals in the field of the official development assistance (ODA). Students must take the required core courses as well as a certain number of courses from Sustainable Development or International Development areas.

Academic Goals

- Build capacity in designing and implementing economic and social policies of developing countries
- Train professionals in the field of official development assistance (ODA) and international development

4. Qualifications:
Degree Qualification

International Applicants must meet <u>one</u> of the following:

- A foreign national whose parents are both foreign nationals

  If you are an applicant of Korean origin and want to qualify as an international applicant, you must provide (1) a certified copy of birth certificate proving your relationship with both your parents and (2) a copy of both parents' passports demonstrating their foreign nationalities.

- An applicant who has completed at least 16 years of education (elementary, middle, high school, and university) in a foreign country

  If you are an applicant of Korean origin and want to qualify as an international applicant, you must provide certified copies of academic transcripts or graduation certificates of your entire 16 years of education.

4. Qualifications (Cont.) :

Degree Qualification

Applicants for Seoul G-20 Master's degree program must meet <u>one</u> of the following:

- A bachelor's degree holder from an accredited college or university (min. 3 years)

  Certificate of expected degree can be submitted instead of degree diploma if one is expected to earn a bachelor's degree by August 2017.

- Educational attainment equivalent to bachelor's degree (min. 3 years) approved by law

5. Requirements:
Application Documents

No.	Application Documents	For Master's
1	**Online Application** *Online application must be submitted at https://apply.kdischool.ac.kr	Required
2	**Statement of Purpose (must use the official form)** Please use this portion of the application to explain your motivation and qualifications for pursuing your education at KDI School. *Download the official form from the KDI School's website https://admissions.kdischool.ac.kr	Required
3	**Academic Transcript (Original/certified)** • Academic transcripts must provide a record of all the courses you have taken throughout the years of studying. • Applicants for Master's program must submit transcripts from undergraduate institutions. ◦ Documents must be certified. (Please read 'Document Authentication' section.)	Required
4	**Degree Diploma, Graduate Certificate or Certificate of Expected Graduation (Original/certified)** • Certificate of Expected Graduation must indicate anticipated graduation date and degree type. • Applicants for Master's program must submit certificates from undergraduate institutions. • The certificate must indicate 'Bachelor's Degree' or 'Equivalent to a Bachelor's Degree'. ◦ Documents must be certified. (Please read 'Document Authentication' section.)	Required

No.	Application Documents	For Master's
	Recommendation Letters	
5	• Recommendation letters should provide information about your performance in academic or professional settings. • Highly recommended to submit at least one of their recommendation letters written by their immediate superior. *The official form can be downloaded from the KDI School's website. However, it is _not_ required to use the official form.	**Two letters are required**
6	**Certified TOEFL, TOEIC, IELTS, TEPS, OPIc Score Report or Certificate of Medium of Instruction** • If you have received your university degree from an English-speaking country, you may submit a certificate of medium of instruction instead.	Not required but highly recommend-ed
7	**Employment Verification** • The employment period and name of position must be specified. • The verification should indicate the employment category. • HR officer or supervisor of the applicant should write and sign the verification letter. *The official form can be downloaded from the KDI School's website. However it is _not_ required to use the official form.	Required

5. Requirements:

Application Documents (Cont.)

No.	Application Documents	For Master's
8	**Copy of Passport** The copy must show your photo, name, and expiration date.	Required
9	**Two Photos (3cm x 4cm) or Photo File Upload** If you have uploaded your photo on your online application, you do not have to send your photos again.	Required
10	**Video Essay** Create a YouTube video and provide us with a link when you submit your online application. Instruction is posted on our admissions website at https://admissions.kdischool.ac.kr	Optional
11	**Certified Copy of Birth Certificate & Copy of Both Parents' Passports or Certified Copy of Academic Transcripts or Graduate Certificates of 16 Years of Education in a Foreign Country** • Only applicable to applicants of Korean origin • Birth certificate should prove your relationship with both your parents. • Copy of both parents' passports should prove their nationality.	Applicants of Korean origin only

✦ Applicants of Seoul G20 Global Leader's Fellowship must submit Employment Verification to prove their eligibility.
(Eligibility: Applicants must be currently employed in the public sector (1) as a division head-level official or (2) with minimum 6 years of working experience in the public sector)

5. Requirements (Cont.):
Important Notices

- All required application documents must be submitted in one package via postal mail (or in person) at the admissions office of KDI School by the deadline.

- The online application must be submitted by midnight of the deadline. Please avoid submitting multiple online applications or entering incorrect information. The important notices and announcements are delivered via email entered in each applicant's online application. The admissions office will not be responsible for any consequences caused by incorrect information in the online application.

- Applicants may apply for one program only. Submitting multiple applications to more than one program will invalidate candidacy.

- 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. If the above issues are found after the admission has been offered, the offered admission will be revoked.

- The submitted application documents will NOT be returned.

- All application documents must be typed (not hand-written) in English.

- Non-English based documents(original/certified) must be accompanied with notarized English translations.

- Please provide us with your application number when you communicate with KDI School.

- If any required documents are found to be false or counterfeit, admission to KDI School will be revoked.

5. Requirements:
Document Authentication

Applicants who earned their degrees from China, Philippines, Indonesia, Bangladesh, Vietnam, Mongolia, Thailand, Pakistan, Sri Lanka, India, Myanmar, Nepal, Iran, Uzbekistan, Kazakhstan, Kyrgyzstan, Ukraine, Nigeria, Ghana, Egypt, Peru **must authenticate their academic documents as below:**

Apostilled by Designated Government Authority (typically by Ministry of Foreign Affairs of the country where one earned his/her degree from)

OR

Authenticated by Korean embassy or consulate with official seal or signature

OR

Authenticated by embassy of the country where one earned his/her degree from

OR

Authenticated by Ministry of Education of the People's Republic of China (degree earned from China only)

All other applicants must authenticate their academic documents as below:

Authenticated by the issuing institution with official seal or signature

OR

Authenticated by designated government authorities in the country where one earned his/her degree from

OR

Authenticated by embassy of the country where one earned his/her degree from

OR

Authenticated by Korean embassy or consulate with official seal or signature

5. Requirements:

Document Authentication (Cont.)

Please note that photocopies of academic documents must be authenticated with official seal or signature by a designated office. Scanned (photocopied) copies of original/certified documents will NOT be accepted.

1

Photocopy your original academic documents.
(e.g. graduate certificate, diploma, academic transcript)

2

Take your documents to one of designated offices.
(Refer to the list of designated offices in the previous page.)

3

Have them authenticate the photocopies with official seal or signature.

4

Submit them along with the rest of the required documents.

6. Requirements:

Video Essay (Optional)

If you decide to submit a video essay, please prepare a one-minute-long video by answering the following question: **"What do you do? And how do you think KDI School education will change what you do?"**

It is the applicant's responsibility to correctly configure the security and access settings for the video. We suggest using YouTube channel with the "Unlisted Video" setting so that only individuals who have the URL can view it.

The applicant is also responsible for adhering to the terms and conditions of the website used to share the video essay.

We are unable to watch videos that come in any form other than a URL link. We will not accept videos sent by email or on DVD through the mail.

Please limit your video to maximum 1 minute. Those exceeding 1 minute may not be evaluated.

6. Scholarship for Fall 2017

All admitted international students become potential candidates for full or partial scholarship. More than 95% of current international students receive full tuition waiver and monthly stipend.

The scholarship awards and benefits are decided by the admissions committee upon one's admission to the school. The benefits may vary depending on each candidate's qualification.

Scholarship	Benefits	Eligibility
Seoul G20 Global Leader's Fellowship	Full tuition Monthly stipend Round-trip airfare	**Public officials** who meet one of the following requirements: ▼ Division head level (or) ▼ Over 6 years of experience ▼ Employment Verification should be signed in 2017 ※ Choose '**Seoul G20**' when creating an online application.
KOGAS Global Fellowship	Full tuition Monthly stipend Round-trip airfare	Candidates recommended by KOGAS (Korea Gas Corporation)

6. Scholarship Fall 2017 (Cont.):

Scholarship	Benefits	Eligibility
POSCO Asia Fellowship	Full tuition Monthly Stipend Round-trip airfare	**Government officials** from Asia ※ Candidates will be chosen from among International general applicants.
IBK Scholarship	Full tuition Monthly Stipend Round-trip airfare	Government Officials recommended by IBK (Industrial Bank of Korea) ※ Choose '**Seoul G20**' when creating an online application.
KOICA-MDI Scholarship	Full tuition Monthly stipend Round-trip airfare	**Myanmar citizens** who are applying for **Ph.D. program** that hold Master's degree in economics or related fields **Myanmar citizens** who can commit to work for MDI (Myanmar Development Institute) after earning the degree
KLSP-IDB Scholarship	Full tuition Monthly stipend Round-trip airfare	**Government officials (banking sector only)** of Latin America or Caribbean nationality recommended by IDB

※ Visit the admissions website (https://www.kdischool.ac.kr/#/admissions/cp/international/scholarship/international/scholarship) for more information about the eligibility.

7. Contact Information

Address (for Document Submission) :

The Office of Admissions
KDI School of Public Policy and Management
263 Namsejong-ro, Sejong, Republic of Korea, 30149

Phone : **+82-44-550-1281/1220**

E-mail : internationaladmissions@kdis.ac.kr

kdischoolmdi@kdis.ac.kr **(for KOICA-MDI applicants)**

Office Hour : **9:00~18:00, KST**

Website : **http://admissions.kdischool.ac.kr/**

Facebook : **http://www.facebook.com/KDISofficial/**