



APPLICATION PROCEDURES AND APPLICATION FORM

GRADUATE SCHOOL OF PAN-PACIFIC INTERNATIONAL STUDIES

MIT PROGRAM APPLICATION PROCESS

Dear Applicant;

Thank you for your interest in Master's Degree in Korean Economy and Development Cooperation Program. Please read thoroughly the sections on admission prior to completing the attached application forms. Should you have particular questions regarding the admission process, do not hesitate to contact our Office of Academic Affairs at +82-31-201-2146~9 or by e-mail at mitp@khu.ac.kr.

The application and all necessary forms are contained in this publication. All forms should be filled out in their entirety.

All materials must be mailed by the appropriate deadline for the term for which you are applying. All documents submitted for review become the confidential property of Kyung Hee University's Graduate School of Pan-Pacific International Studies and cannot be returned.

The Admissions Committee cannot review your application until all required components have been received.

Please use the following checklist to be sure your application is completed.

- Completed application form (Complete **both** KOICA and GSP applications)
- Official transcripts of academic records
- Two letters of recommendation
- A certified copy of the TOEFL, TOEIC or IELTS score (if applicable)
- A copy of diploma or degree (in English)
- Two copies of a recent photograph (3 x 4 cm) submitted to the GSP (optional)

* All documents should be written in English. (Typewrite)

We look forward to reviewing your application.

MIT PROGRAM APPLICATION AND INSTRUCTIONS

APPLICATION FOR ADMISSION (Complete **both** KOICA and GSP applications)

Graduate School of Pan-Pacific International Studies application is “self-managed” This means you must complete and sign the application, assemble all the required components for your degree program.

OFFICIAL TRANSCRIPTS OF ACADEMIC RECORDS

Please submit one official transcript indicating conferral of degree from each college, university, professional school, or postsecondary institution you have attended. All institutions must be reported. Students who have participated in a study abroad program should provide official transcripts from the host institution. International students must submit a certified English translation of their academic record if the transcript is in a language other than English. Applicants who are currently in school must submit the most recent transcript detailing grades from the previous semester.

RESEARCH PLAN AND ACTION PLAN

Both research plan and action plan are extremely important parts of your application and will be examined closely by the GSP Admissions Committee. Research plan is more likely to be oriented to academic issues and action plan to practical issues. Please identify:

- *Research Plan: What research topic do you want to pursue in the graduate school? What is the purpose of your research? Why is this research topic important? How do you implement your research to fulfill the research purpose?*
- *Action Plan: What topic of action plan do you want to pursue in the graduate school in regards to the mission of your organization? Why is this topic important and required for your organization? What specific knowledge do you need to make action plan?*

LETTER OF RECOMMENDATION

Letters of recommendation are required components of your application. You must submit two letters of recommendation, at least one of which must be from an academic source. You should feel free to supplement a letter of recommendation from an employer, such as the recommendation letter required by KOICA from the applicant’s government, but one of recommendations should be from those individuals who are able to evaluate your academic performance. Please ask your academic recommender the following: The signed, dated, and sealed recommendation letter (from the academia) is to be returned to you. Both recommendation letters are to be included in your completed application package.

CERTIFIED COPY OF THE TOEFL, TOEIC, OR IELTS (IF APPLICABLE)

Since the medium of instruction at GSP is English, students are required to have attained a certain level of English proficiency. As a proof of such, applicants who are not native speakers of English or have not attended schools in the English speaking countries for a substantial period of time are strongly encouraged to provide any standardized English test scores they have taken.

ORIGINAL COPY OF DIPLOMA OR CERTIFICATE OF PENDING DEGREE (IN ENGLISH)

Those applicants who hold a bachelor's degree or master's degree must submit a copy of the diploma along with official confirmation by the awarding university or the college. Those who apply in advance of receipt of their degree must submit a certified letter or other equivalent official document from their current institution's registrar which confirms and verifies the anticipated date of graduation. This document must clearly state the date and title of the degree expected.