

# KOICA-Yonsei Master's Degree Program in Community Development

August 19, 2018 – December 21, 2019

Seongnam & Wonju, Korea



Korea International Cooperation Agency



Yonsei University (Wonju Campus)

***\*Participants are strongly advised to thoroughly read and follow the provided instructions in the Program Information.\****

# Contents

<b>PART I. PROGRAM OVERVIEW.....</b>	<b>1</b>
<b>PART II. PROGRAM CONTENTS.....</b>	<b>3</b>
<b>PART III. TRAINING INSTITUTE.....</b>	<b>12</b>
<b>PART IV. ACADEMIC REGULATIONS.....</b>	<b>25</b>
<b>PART V. REQUIRED DOCUMENTS.....</b>	<b>27</b>
<b>PART VI. CONTACTS .....</b>	<b>28</b>

# I . PROGRAM OVERVIEW

■ **Program Title:** KOICA-Yonsei Master's Degree Program in Community Development

■ **Duration**

- Stay duration: August 19, 2018~ December 21, 2019 (16 months of study in Korea including 2 weeks of pre-course)

During 16 months in Yonsei, students are strongly recommended to complete their thesis.

- Academic duration: August 19, 2018~ August 31, 2020 (24 months)

In accordance to the university regulations, the diploma will be issued in August 2020.

■ **Degree :** Master of Public Administration

■ **Objectives**

- 1) This program aims to cultivate professional human resources of developing countries so that they can contribute to the development of sustainable and autonomous communities in their country. There have been many pressing challenges facing the world that hinder sustainable development, including global poverty, social inequality and climate change. Sustainable development can be made by promoting autonomous community development efforts.
- 2) To assist students to create their own community development model by leaning from Korea's community development experience—Faculty members and students at the Yonsei University's master's degree program in community development will work together to invent a tailored development strategy that can meet the community needs in developing countries.
- 3) To strengthen capacity for community development in developing countries by nurturing future community leaders and providing them with

multidisciplinary education of public administration, agriculture, economy, environment, and others.

- 4) To help students establish partnerships with Korean institutions and a global network with alumni all around the world—Through the global network of the KOICA-Yonsei master's program in community development, students can collaborate with their alumni, among of which include world-renowned scholars and practitioners in the field of community development.

■ **Training Institute:** Graduate School of Government, Business,  
and Entrepreneurship Yonsei University Wonju Campus  
([http:// koica.yonsei.ac.kr](http://koica.yonsei.ac.kr), [http:// yonseigsgb.ac.kr](http://yonseigsgb.ac.kr);) )

■ **Number of Participants:** 36 Government Officials

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

■ **Accommodations:** Yonsei University Dormitory

**Canaan Farmers' School (only for the students who  
select the courses here for summer session)**

**1) Yonsei University Dormitory**

The room is furnished with a bed, a desk, a closet, a mattress and cover (excluding bedding), a small refrigerator, an air conditioner, a shoe rack, a bookshelf, wired LAN, and others. Shower facilities and a flush toilet are included in each room.

\*individual bedding (blanket, pillow) should be either brought from home or be purchased upon arrival at the university.

**2) Canaan Farmers' School (selective)**

The room is furnished with a bed, a desk, a closet, a mattress and cover (including blanket and pillow), an air conditioner, a bookshelf, wired LAN, and others. Sharing Room with a roommate. Shower facilities and a toilet are outside from the rooms.

## II. PROGRAM CONTENTS

### 1. ACADEMIC SCHEDULE

Session	Date (YYYY.MM.DD)	Contents/ Remarks
Preparatory Session	2018.8.19-2018.8.21	Arrival KOICA Orientation
	2018.8.22– 2018.8.31	Yonsei Orientation
Fall Semester (1st semester)	2018.9.1 – 2018.12.21	16 weeks
Winter Session	2018.12.26 – 2018.2.8	6 weeks
Winter Break	2019.2.9 – 2019.2.28	3 weeks
Spring Semester (2nd semester)	2019.3.1 – 2019.6.21	16 weeks
Summer Session	2019.6.24 – 2019.8.2	6 weeks
Summer Break	2019.8.3 – 2019.8.31	4 weeks
Fall Semester (3rd semester)	2019.9.2 – 2019.12.21	16 weeks
Wrap-up Session	2019.11.14	Final Oral Defense Presentation
	2019.12.11	Graduation Ceremony
	2019.12.21	Departure

\*The above schedule is subject to change.

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

## **2. CURRICULUM**

### **1) Program Background**

KOICA-Yonsei master's degree program in community development was created in 2010 as a community development leadership program. Since then, the program has produced many brilliant community development practitioners for developing countries. Strengths of the program include opportunities to learn Korean development experience, diverse students' community and multidisciplinary collaboration.

#### **Learning South Korea's Community Development**

The Republic of Korea, once among the poorest countries in the world until the 1960's, successfully overcame poverty to become one of the donor countries. Korea has achieved great economic growth and democracy as well. Now it is at the leading edge in the development and use of information and communication technologies. In particular, *Saemaul Undong* (means 'New Village Movement') is one of the symbols of Korea's development. It represents a strong social movement that transformed Korea's rural communities during 1970's. It brought about increases in the revenues of rural families and reductions in the income gap between the urban and rural residents. A distinction of the curriculum is its commitment to exploring Korean development experience. A hallmark of this program is teaching a bottom-up development strategy in Korea, which made a good model for regional development in harmony with local organizations, co-operatives and social enterprises. Throughout the coursework and thesis writing process, a significant emphasis is placed on the role of local communities in Korean development for increasing the residents' quality of life.

#### **Students' Diversity and Innovativeness**

KOICA-Yonsei students come from all over the country and abroad. They are culturally diverse and vary in their backgrounds, experience, interests, and education. Some comes straight from urban settings, while others have substantial experience in rural areas. All the professors and students share their experience and perspectives and pursue to develop community development policies and programs in the contexts of their village, region and country. This program is

committed to action learning approach, which utilizes diverse human resources and interdisciplinary courses, which provide students with opportunities to learn innovative solutions, issues, and cases in relation to community development.

### **Multidisciplinary Collaboration**

The program curriculum instill a multidisciplinary and problem-solving techniques, focus broadly and inclusively on the issues, constituencies, and institutions engaged in community life; encourage innovation, entrepreneurship and collaboration. Professors from multidisciplinary majors including public administration, economics, environmental science and agriculture designed the curriculum to make students equipped with both basic and advanced theories and cases to deepen their understanding of how to transform communities and societies. Another feature of this program is to have students stay and be trained at the Canaan Farmers' School for summer session. Canaan Farmers' School is famous for its practical training and disciplined life. Summer session concentrates more on the application of *Saemaul Undong* spirit and principles in the daily life as well as its implementation with Korean village people near Canaan Farmers' School.

## **2) Curriculum & Credits**

- The total number of credits required to complete the Master's program: 46 credits

Semester/ Session	Courses (credit)
Fall Semester 2018	<ul style="list-style-type: none"> <li>- Statistical Analysis (3)</li> <li>- Organizational Theory and Community Organizing (3)</li> <li>- Economics of Community Development (3)</li> <li>- Financing for Community Development (3)</li> <li>- Policy Analysis for Community Development (3)</li> <li>- Korean <i>Saemaul</i> Movement and Community Development (3)</li> <li>- Social Economy and Community Development (3)</li> <li>- Food Security and Agriculture Production (3)</li> <li>- Korean Language and Culture (I) (0)</li> </ul>

Winter Session 2018	<ul style="list-style-type: none"> <li>- How to Write Thesis (1)</li> <li>- Health and Community Development (3)</li> <li>- Environment and Sustainable Development (3)</li> <li>- ICT Use and Community Development (3)</li> <li>- Community Leadership Practice (0)</li> </ul>
Spring Semester 2019	<ul style="list-style-type: none"> <li>- Community Research Methodology (3)</li> <li>- Project Management (3)</li> <li>- Community Capacity Building and Governance (3)</li> <li>- Program Evaluation in Developing Countries (3)</li> <li>- Theories of Development and Social Change (3)</li> <li>- Gender, Social Diversity and Community Development (3)</li> <li>- Agricultural Processing and Marketing (3)</li> <li>- Korean Language and Culture( II) (0)</li> </ul>
Summer Session 2019	<ul style="list-style-type: none"> <li>- Appropriate Farming Technology and Practices (3)</li> <li>- Cooperative Practices (3)</li> <li>- New Trend of Agricultural Technology (3)</li> <li>- Management Capability and Leadership (3)</li> <li>- Korean Development Experience and Lessons (3)</li> </ul>
Fall Semester 2019	<ul style="list-style-type: none"> <li>- Seminar on Community Development (3)</li> <li>- Intensive Individual Study (3)</li> </ul>
Spring Semester 2020	<ul style="list-style-type: none"> <li>- Master's Thesis</li> </ul>

\* The above curriculum is subject to change.

- Most of the courses basically have three credits and three hour classes. But there are exceptional ones like “How to Write Master Thesis” (1 credit) and “Korean Language and Culture” (0 credit) and “Thesis” (0 credit).
- Graduation Requirement: For graduation with a Master's degree, all students must complete all requirement courses and a minimum of 46 credits. In addition to the course completion, they must complete the writing of thesis within the given academic schedule. They need to pass comprehensive exams to obtain the qualification to write the thesis.



- Thesis Writing: It is strongly recommended for all students to complete their master's thesis before returning home. In Fall Semester of 2018, students 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 all academic affairs will be conducted in English.
- Courses are designed to ensure that students 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.

### 3) Semesters and Sessions

The program is run for three regular semesters, plus two summer/winter sessions: from fall semester of 2018, as shown in the table below.

Semester	Total Credits (46)	Place	Duration
Pre-course	3 credits	Yonsei University	3 weeks
Fall Semester 2018	12 credits	Yonsei University	16 weeks
Winter Session 2018	10 credits	Yonsei University	6 weeks
Spring Semester 2019	12 credits	Yonsei University	16 weeks
Summer Session 2019	6 credits	Yonsei University or Canaan Farmers' School	6 weeks
Fall Semester 2018	6 credits	Yonsei University	16 weeks
Spring Semester 2020	0 credit	<i>Home Country</i>	16 weeks

Therefore, students should complete all their course requirements and thesis for graduation by the fall semester of 2019 within 16 months. When they succeed in completing all graduation requirements, they will receive the master diploma in

August, 2020. Because the Korean education law stipulates that a graduation certificate must be issued only after 18 months of study have passed (that is, in the fourth semester). So, the spring semester of 2020 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 students normally take 12 credits in each semester. During the semesters, all classes will be open at Yonsei University Wonju Campus except for summer session 2018.

During 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. Students will be able to select either Canaan Farmers' School or Yonsei University according to personal interest and preference. When they enter the Canaan Farmers' School, the standard daily schedule during the session is as shown in the table below

Canaan Farmers' School Standard Daily Schedule

Time	Schedule
06:00~07:00	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

Students must complete all semesters and sessions provided by the program during their study period in Korea. Students can take quite a long break only after the winter and summer sessions when no academic activities are made.

#### **4) Graduation Requirements.**

- In order to graduate, students must complete 46 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. Students can surely learn a lot from writing the thesis. In particular, they can improve their 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 students to begin their preparation for writing a thesis earlier in this program. As shown in the table below, students will be given time to think over the main topic and major research methodology from the first semester. This program has many faculty members who have a long experiences in teaching and advising students to write a better thesis. They will join a thesis review committee and provide full support for students' work of writing a thesis, which may be stressful but necessary in the learning process.
- Major activities for thesis research are in the following table.

Semester	Related Classes	Activities	Expected Effects
Fall Semester, 2018	- Statistical Analysis	- Thesis advisor will be assigned to each student - Begin a man-to-man interaction between thesis advisor and student for the thesis development	- Students realize the importance of the thesis - Students explore and decide the tentative topic of their thesis
Winter Session 2018	- How to Write Thesis	- Continuous contacts with thesis advisor	- Students determine the thesis topic.
Spring Semester, 2019	- Community Research Methodology	- Form a thesis review committee for each student - Students present their thesis proposal at a workshop where all faculty and students attend.	- Assign two co-advisors to each student - Complete the draft of thesis proposal - Feedback on thesis research

Semester	Related Classes	Activities	Expected Effects
Summer Session, 2019		<ul style="list-style-type: none"> <li>- Continuous contacts with thesis advisor and co-advisors</li> <li>- Work on the building of research framework and the data collection</li> </ul>	<ul style="list-style-type: none"> <li>- Finish the literature, review, build the analytical framework, and begin data collection</li> </ul>
Fall Semester, 2019	- Intensive Individual Study	<ul style="list-style-type: none"> <li>- Take a comprehensive exam to be formally qualified to write a thesis</li> <li>- Preliminary and final review of thesis</li> <li>- Best thesis will be awarded at the closing ceremony.</li> </ul>	<ul style="list-style-type: none"> <li>- Finish data collection and writing the analysis and the concluding parts</li> <li>- Thesis will be passed when three committee members reach to an agreement</li> <li>- Good thesis may have chance to be presented at an academic conference.</li> </ul>
Spring Semester, 2020	- Master's Thesis	(only for registration purpose)	<ul style="list-style-type: none"> <li>- Official certificate of Master's degree will be mailed to each after the graduation ceremony at the end of August, 2019</li> </ul>

### 3. EXTRACURRICULAR ACTIVITIES

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 trips** to Wonju Cooperative Movement, Wonju Agricultural Technology Center, Hwang-dun Information Network Village, Smile Financial Foundation, Yeongwol Solar Power, Korea Saemaul Undong Center, Unification Observatory, etc. (The places are subject to change.)
- 2) **Industrial Visits** to POSCO Steel Company, Hyundai Motors, Seoul Metropolitan City, Gumi Saemaul Theme Park, Koore I-Coop, Jeonju Industrial Center, Jeonju Traditional House (Han-ok), etc. (The places are subject to change.)

#### 3) Fellowship Events

- Culture Exchange Night is held so that international and Korean students can share global culture and mingle with each other.
- Other activities are Home Stay Program, Music Concert Series, Sports Day, Global Village Program, etc.



#### 4) Korean Cultural Experience Programs

A variety of cultural programs will be provided to Help international students raise their understanding of the Korean culture.■



# III. TRAINING INSTITUTE

## 1. GENERAL INFORMATION

### 1) About Yonsei University

- 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 300,000 Yonsei alumni who take this calling to heart can be found manifesting this proud spirit from leadership positions around the world.

Yonsei's main campus 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 Wonju Campus



- Yonsei University Wonju Campus was founded in 1977 as a second campus to Seoul campus. As of 2017, the campus has 19,114 undergraduates, 11,669 graduate students and 871 faculty members in 39 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.



- |                                    |   |  |
|------------------------------------|---|--|
| 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)            |  |

#### ◆Campus Map (Dormitories No. 18 ~24)

### 3) Graduate School of Government, Business and Entrepreneurship

- 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 seven more majors (all Korean) in addition to this program: economics and

trade, business administration, public administration, educational administration, political science, international welfare, and entrepreneurship. 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. Now this Master's Degree Program in Community Development is an extension of former program. By transferring knowledge of community development to policy makers and project managers from developing countries, this program will be expected to contribute to the sustainable development of their own countries.

#### **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. It was also adapted as the role model for New Village Movement (Saemaul Undong) education. 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 trainees' mindset, attitude and lifestyle. In this regard, its education goes on very strong and demands more disciplined way of living of trainees



## **2. ACCOMMODATION**

### **1) Housing Services**

- Participants will be housed at an on-campus dormitory, Seyon dormitory. Each student will be assigned to a single room. Depending upon the demands for dormitory, two students will be assigned to a single room during spring semester and some sessions.

### **2) Facilities**

- The room is furnished with a bed, desk, closet, mattress and cover (excluding bedding), small refrigerator, air conditioner, shoe rack, bookshelf, wired LAN, etc. Shower facilities and flush toilet are included in each room.
- \* individual bedding (blanket, pillow) should be either brought from home or be purchased upon arrival at the university.
- No kitchen in the dormitory, but each floor has a lounge which has a microwave oven and others for heating food
- Janitor will keep guarding over the building. Seyon dormitory does not allow students to leave the building after 12 am. and enter until 5am.
- Elevator is available.
- Monthly rent will be paid by Yonsei University in cooperation with the KOICA.

### 3) Regulations

- The tenant regulations and instructions will be distributed during orientation period.

			<p><b>Seyon Dormitory</b></p> <p>546 rooms are available.</p> <p>(The photo on the left is the building of the 2nd Seyon Dormitory, and those below are some of its major facilities.</p>
			
Bedroom	Study Room	Seminar Room	
			
Lounge	Prayer Room	Computer Lab	

### 3. OTHER INFORMATION FOR INTERNATIONAL STUDENTS

#### 1) University Libraries

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

The main library of Yonsei University Wonju 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.



Area	Hour-weekdays	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

For more detailed information on the Main Library,  
please visit <http://wlib.yonsei.ac.kr/main/main.do?sLang=en>

## 2) International Students Offices

### **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@yonseia.c.kr](mailto:yiec@yonseia.c.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. +82-33-760-2303, Fax. +82-33-760-4324)

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

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

- The Yonsei-KOICA Office offers academic information and any kind of services for the students of this Program.  
Room 219, Jeongui-Hall (Tel. +82-33-760-2479, Fax. +82-33-760-4324)

## 3) PC Labs on Campus

There are many PC labs on campus, where students can use computers for word processing, internet, and so on. In all the PC labs printers are available, but students are required to bring their paper for printing.

Building Name	Location	Building Name	Location
Jeongui Hall	Room 215	Chongsong Hall	Room 201
Student Reference Room	Room 339	Library	Internet Center (1F), Multimedia Room (2F)



#### 4) Cafeteria

Cafeteria	Location	Hours	Food Served
Student Cafeteria I	2 <sup>nd</sup> Floor of Yonsei Plaza	7:3a.m.~7p.m.	Korean/ Western meal
Student Cafeteria II	1 <sup>st</sup> Floor of Student Union Building	8a.m.~7p.m.	Korean/ Western meal
Staff Restaurant	1 <sup>st</sup> Floor of Faculty Residence Hall	11a.m.~7p.m.	Korean/ Western meal
A-reum Sam	2 <sup>nd</sup> Floor of Yonsei Plaza	9a.m.~9p.m.	Snacks, Noodles, Beverages
Food Court	1 <sup>st</sup> Floor of Student Union Building	9a.m.~8p.m.	Korean/ Western meal





## 5) Lounge/ Fitness

Facility	Location	Service
I-Lounge	4th Floor of Student Union Building	PC use, Coffee, Seminar Rooms
Fitness Center, Swimming Pool, Other Sports Facilities	1st Floor of Yonsei Sports Center	Weight training, Racquetball, Skin scuba training, etc.



## 6) Others

Facilities	Functions	Location
Dormitory Office	It assists students who reside in on-campus housing.	1st Floor, Chung Yon 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
Travel Agency	Students can purchase train tickets and make a reservation for airline tickets to take a trip to major Korean cities and other countries.	1st Floor Yonsei Plaza

Bookstore	Students can buy textbooks and other books.	1st Floor Yonsei Plaza
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.	1st Floor Yonsei Plaza
Laundry	Students can wash not only clothing, but also bedding, shoes, etc.	1st Floor Yonsei Plaza
Optician's	Students can buy glasses, frames, lens.	1st Floor Yonsei Plaza
Family Mart	It is a convenient store.	1st Floor Yonsei Plaza



## 4. HEALTH CARE

### 1) 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	033) 760-2641
Office Hours	09:00 a.m – 05:00 p.m

### 2) Wonju Severance Christian Hospital, Yonsei University

- Yonsei University Wonju 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 the GSGB 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"><li>• Appointment</li><li>• 1:1 Care for outpatients</li><li>• English Bill &amp; Certificate Issue Service</li><li>• Inpatient &amp; ER patient coordinators</li><li>• Medical Check-up</li></ul>
Contact Info	<ul style="list-style-type: none"><li>• Tel: +82-33-741-0114</li><li>• Homepage: <a href="http://wch.or.kr">http://wch.or.kr</a></li></ul>





### ※ 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.

### 3) Medical Facilities in City

Type	Medical Facility	Location	Business Hour	Phone Number
General & Internal Medicine	Yonsei Clinic (연세의원)	57 Namwon-ro, Heungeop, Wonju	Weekdays: 8:00-19:00 Saturday: 08:00-15:00 Holiday: 08:00-13:00 (Closes at Sunday) Lunch time: 12:00-13:00	033-766-7881
	Yonsei Medical Clinic (연세메디컬의원)	70 Sichong-ro, Musil Joomin Center, Wonju	Weekdays: 09:00-18:00 (Closes during Saturday and Sunday, holidays)	033-734-0365
Orthopedics	Yonsei Clinic (연세의원)	57 Namwon-ro, Heungeop, Wonju	Weekdays: 8:00-19:00 Saturday: 08:00-15:00 Holiday: 08:00-13:00 (Closes at Sunday) Lunch time: 12:00-13:00	033-766-7881
Otolaryngology	Yonsei Clinic (연세의원)	57 Namwon-ro, Heungeop, Wonju	Weekdays: 8:00-19:00 Saturday: 08:00-15:00 Holiday: 08:00-13:00 (Closes at Sunday) Lunch time: 12:00-13:00	033-766-7881
	Nuga Otolaryngology (누가이비인후과)	396 Starworld Seowondae-ro, Wonju	Weekdays: 09:00-18:00 (Closes during Saturday and Sunday, holidays)	033-765-5075

<b>Dental</b>	Seoul In Sung Dental Clinic (서울인성치과)	78 Namwon- ro, Heungeop, Wonju	Weekdays: 09:00-18:00 Saturday: 08:30-13:00 Thursday Night: Until 20:00 (Closes at Holidays and Sunday) Lunch time: 12:30-14:00	033-766-2879
<b>Dermatology</b>	Yonsei Dermatology (연세 피부과)	111 Wonil-ro Wonju	Weekdays: 09:30~18:30 Monday: 09:30~19:30 Thursday: 09:30~12:30 Saturday: 09:30~15:00 (Closes at Holidays and Sunday)	033-748-0480
<b>Ophthalmology</b>	Yonsei Clinic (연세의원)	57 Namwon- ro, Heungeop, Wonju	Weekdays: 8:00-19:00 Saturday: 08:00-15:00 Holiday: 08:00-13:00 (Closes at Sunday) Lunch time: 12:00-13:00	033-766-7881
<b>Pharmacy</b>	Onnuri Pharmacy (온누리약국)	76 Namwon- ro, Heungeop, Wonju	Weekdays: 08:30-20:00 Saturday: 08:30-18:00 Holiday: 08:30-18:00	033-764-9424
	Seoul Pharmacy (서울약국)	57 Namwon-ro Heungeop, Wonju	Weekdays: 09:00-18:00 (Closes during Saturday and Sunday, holidays)	033-762-3330

## **IV. ACADEMIC REGULATIONS**

### **1) Attendance and Absenteeism**

Students are expected to attend all of the classes he / she has 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 the case a student is absent for any of the reasons below, the student must notify the office or appropriate faculty and get approval in advance:

- Death of an immediate family member (grandparents, parents, siblings) or equivalent circumstance
- 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 student 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**

- Students must reside in Yonsei dormitory on campus (and at Canaan Farmers' School when students take courses there for summer session)
- Single or double occupancy
- Living off-campus is not allowed

### **3) Must abide by residency regulations**

- Yonsei dormitories on Wonju campus house more than 3,500 undergraduate and graduate students and have strict residency regulations, and all students in dormitories must abide by them.

#### 4) Examinations and Grade Evaluations

##### - 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.

##### - 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, he or she must notify the course faculty before the test date, and a make-up exam can be arranged at another time.

##### -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).

##### -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

## V. REQUIRED DOCUMENTS

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

① KOICA application form

② Other Documents

- Personal Statement (must use the university's form)
- Two Letters of Recommendation (must use the university's form)
- Bachelor's Transcript(s) (undergraduate grades/marks)
- A Certified copy of Bachelor's degree diploma
- Two passport photos (3cm x 4cm)
- Employment verification (if available)
- Evidence of English Competency (ex. TOEFL score) in the case of applicants whose mother tongue is not English (if available)

※ 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. A 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: Ms. SuJung Lee**

Capacity Development Program Team

· Address: 825 Daewangpangyo-ro, Sujeong-gu, Seongnam-Si, 461-833  
Gyeonggi-do Republic of Korea

· Tel: +82-31-740-0585

· Fax: +82-31-740-0590

· E-mail: gsujung87@koica.go.kr

· Homepage: <http://www.koica.go.kr>

· **Program Coordinator: Ms. A-young Kim**

· Phone: +82-31-801-2675

· Fax: +82-31-8017-2680

· E-Mail: ayoung33@global-inepa.org

#### 2) Graduate School of Global Development & Entrepreneurship, Yonsei University

· **Program Coordinator: Ms. Eunhee Kwak**

· Phone: +82-33-760-2479

· Fax: +82-33-760-2312

· E-Mail: bagunik@yonsei.ac.kr

· Homepage: [koica.yonsei.ac.kr](http://koica.yonsei.ac.kr)

· **Program Staff: Ms. Jinkyung Joo**

· Phone: +82-33-760-2482

· Fax: +82-33-760-2312

· E-Mail: jkjoo2001@yonsei.ac.kr

\*The schedule in PI (Program Information) is subject to change according to the  
KOICA and Yonsei University Schedule.