

KOICA-HGU

Ph.D. Program in Techno-Entrepreneurship Competency Based on ICT Convergence

PH.D. : August.4. 2021 – August.3. 2024



Korea International Cooperation Agency



Handong Global University

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

Information.*

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I . PROGRAM OVERVIEW

1. Program Title: Ph.D. Program in Techno- Entrepreneurship Competency Based on ICT Convergence

2. Duration & Degree

- Stay duration: August 4, 2021 - August 3, 2024
(36 months of study in Korea including 2 weeks of pre-course)

(During the 36 months in HGU, students are strongly recommended to complete their thesis and publish SCI)

- Ph.D. in ICT convergence

3. Program Background

- The economic development model based on cheap labor has failed to lift developing countries from poverty or build their capacity in this digital information era. If the status quo were to prevail, the gap between developed countries and developing countries will only widen.
- ICT convergence, which formed the basis for the fourth industrial revolution, provides opportunities for entrepreneurship and innovation, which could allow developing countries to make a quantum leap.
- The need to create more jobs and opportunity for growth through education and practical training in ICT convergence is growing.

4. Objectives

- To train government and NGO officials from developing countries in the field of ICT convergence to foster greater entrepreneurship and capacity building.
- To train domestic leaders in the field of ICT convergence in a systematic and practical manner so that they can create policies and attract capital investments to their country
- To train government officials' problem-solving skills through a training in the field of ICT convergence
- To share Korea's experience in the field of electrical engineering and ICT convergence and its industries as well as to raise mutual understanding between two countries

5. Goals

- Nurturing experts in the field of ICT convergence so that they can lead economic development in their counties through the understanding of South Korea's ICT convergence model for mutual benefits between two counties.
- Building up networks of industry experts and investors so that they can form an effective partnership and support technological and economic growth between two countries.

6. Training institute

Graduate School of Global Development and Entrepreneurship,
Handong Global University (Hereinafter referred to as HGU)

7. Language: English fluency that requires no translation.

KOICA-HGU students earn credits for all specialized courses in English,
and write their graduation theses (academic papers) in English.

8. Accommodations **

- KOICA: International Cooperation Center (Hereinafter referred to as ICC)
- HGU: Dormitory (Creation Hall) *

(*) Living conditions of dormitory (Creation Hall)

- Single occupancy
- Include a private bed, a desk, a bookshelf and a closet
- Lounge, laundry room, bathroom, and kitchen (to be shared)

(**) Accommodation is subject to change according to circumstances.

II. PROGRAM CONTENTS

1. SCHEDULE

1) Academic schedule

DATE(YYYY.MM.DD)	DURATION	CONTENT
2021.3. – 2021.6.	4 months	Admission screening
2021.8.4. - 2021.8.6.	3 days	Arrival, medical check-up, KOICA orientation (Arrival at HGU on Agu.8)
2021.8.6. - 2021.8.20	2 weeks	HGU orientation & Pre-course
2021.8.23. - 2021.27.	1 week	GET (Global entrepreneurship Training)
2021.8.23. - 2021.8.27	1 week	1 st semester course registration
2021.8.30 - 2021.12.10	15 weeks	1 st semester (Fall semester)
2021.9.20. - 2021.10.15.	4 weeks	Assigning academic advisor
2021.10.18. - 2021.10.20	3 days	Field practicum I
2021.12.13. - 2022.1.02.	3 weeks	Winter break 1
2021.12.27. - 2021.12.20.	1 week	2 nd semester course registration
2022.1.03. - 2022.2.18.	7 weeks	2 nd semester (Winter semester)
2022.2.19. - 2022.2.27.	1 week	Winter break 2
2022.2.21. - 2022.2.25.	1 week	3 rd semester course registration
2022.2.28. - 2022.6.10.	15 weeks	3 rd semester (Spring semester)
2022.6.11. - 2022.6.26.	2 weeks	Spring break
2022.6.20. - 2022.6.24.	1 week	4 th semester course registration
2022.6.27. - 2022.8.19.	8 weeks	4 th semester (Summer semester)
2022.8.20. - 2022.8.28.	1 week	Summer break
2022.8.20. - 2022.8.28.	1 weeks	5 th semester course registration
2022.8.29. - 2022.12.16.	15 weeks	5 th semester (Fall semester)
2022.12.19. - 2023.2.26	1 week	Winter break
2023.2.18. - 2023. 2.24.	1 week	6 th semester course registration
2023.2.27. - 2023.6.16.	15 weeks	6 th semester (Spring semester)
2023.6.17. - 2023.9.3	10 weeks	Summer break
2023.8.23. - 2023.9.1.	1 week	7 th semester course registration
2023.9.4. - 2023.12.22.	15 weeks	7 th semester (Fall semester)
2023.12.18. - 2024.2.25.	10 weeks	Winter break
2024.2.22. - 2024. 2.29.	1 week	8 th semester course registration
2024.2.26. - 2024.6.14.	15 weeks	8 th semester (Spring semester)
2024.9.23. - 2024.10.4.	2 weeks	Thesis submission (draft)

2024.11.4. - 2024.11.8.	1 week	Thesis examination
2024.11.25.		Thesis submission (final)
2024.12.16. - 2024.12.27.	2 weeks	Winter break and wrap up
2024.12.13.	1 day	Graduation ceremony
2024.12.27.	-	Departure (In 2 weeks after the graduation ceremony)

2) Orientation schedule

Date	Time	Program		Location	Remark
Aug. 6	- 12:00	Arrival HGU & Unpacking at the dorm		Creation Dormitory	
	12:00-16:00	Lunch	Open a bank account (passport should be prepared)	Osock Hall	Passport
			Fill an Alien registration Application Form	IBK Bank (In campus)	
17:00 -	Monthly Meeting Dinner & Campus tour (w/7 th batch)		ANH 414		
Aug.10-11 (Weekend)	Free time				
Aug. 9	8:00-9:00	Breakfast		individually	
	9:00-9:30	Go to Immigration Office Meeting time: 9 a.m.		Creation Hall	Alien Application Form, Visa Photo, Passport, Fee(₩30,000)
	9:30-12:00	Issue Alien registration card		Pohang Immigration Office	
	12:00-14:00	Lunch & Break		individually	
	14:00-15:00	Campus Information		ANH414	Guide book
	Free time				
Aug. 10	Free time				
	13:00-15:00	Academic Information		ANH 414	
		Course Registration	Introduction of Curriculum (Pre Course & 1st Semester Course)	ANH 414	Laptop, Guide book, Passport
	15:30-16:30	Dormitory Orientation		Creation Dormitory	
	Free time				

3) Pre-course schedule

Aug. 11	Aug. 12	Aug. 13	Aug. 16
Lecture 1 Prevention of Sexual Harassment ANH414	Lecture 2 Research Basic ANH414	Lecture 3-1 Academic Writing ANH414	Lecture 3-2 Academic Writing ANH414
Aug. 17	Aug. 18	Aug. 19	Aug. 20
Lecture 4-1 Computer & Quantitative Method NMH102B	Lecture 4-1 Computer & Quantitative Method NMH102B	Free Time	Entrance Ceremony

*All the schedules are subject to changed. And KOICA orientation schedules will be informed by Koica.

2. Curriculum

1) Curriculum & credits based on courses (This is subject to change)

The total number of credits required to complete the master's program: 60 credits

Classification (credits)	Type	Course Title
Pre-course (1)	Required (1)	<ul style="list-style-type: none"> • Preliminary course (1) <ul style="list-style-type: none"> - Computers & quantitative methods - Research basic & academic writing
Foundation courses (9)	Required (0)	<ul style="list-style-type: none"> • Korean I (0) • Korean history & culture (0)
	Electives (9)	<ul style="list-style-type: none"> • Korean II (0) • Cognitive psychology (3) • Business, culture and spirituality (3) • Research Methodology (3)
Essential	Required (3)	<ul style="list-style-type: none"> • Programming I (3)

Classification (credits)	Type	Course Title
Element Technology	Electives (21)	<ul style="list-style-type: none"> • ICT Seminar (3) • Mobile programming (3) • Introduction to machine learning (3) • Interactive Visual Media (3) • IoT (Internet of Things) design and practice (3) • ICT application development (3) • Smart City (3) • Big data analytics (3)
Convergence	Required (6)	<ul style="list-style-type: none"> • Technology and market of ICT Convergence (3) • ICT convergence PJT (3)
	Electives (6)	<ul style="list-style-type: none"> • ICT convergence policy project I (3) • Economic development of Korea and EE&ICT (3)
Startup development course	Required (6)	<ul style="list-style-type: none"> • Venture entrepreneurship and ICT startup strategy (3) • Startup incubating methodology (3) • Field practicum I (0) • Field practicum II (0) • Field practicum III (0)
	Electives (15)	<ul style="list-style-type: none"> • Understanding of global development (3) • Sustainable development and environment (3) • Technological Startup Theory (3) • Analyzing & interpreting of financial statement (3) • ICT policy (3) • Internship (0)
Research and policy	Required (28)	<ul style="list-style-type: none"> • Research ethics (1) • Advanced Research Methodology (3) • Statistical methodology (3) • Global Capstone (3) • Personal research I (3-6) • Personal research II (3-6) • Thesis research I (3) • Thesis research II (3)
	Elective (13)	<ul style="list-style-type: none"> • Research ethics (1) • Industrial academic research I (3-6) • Industrial academic research II (3-6)

2) Curriculum & credits based on semester

As shown in the table below, students must complete 60 credits to graduate (excluding a thesis course).

Semester (credits)	Type	Course title
Pre-course (1)	Required (1)	<ul style="list-style-type: none"> • Preliminary course (1)
1 st semester (12)	Required (12)	<ul style="list-style-type: none"> • Korean I (0) • Research methodology (3) • Field practicum I (0) • Programming I (3) • ICT Application Development (3) • Venture entrepreneurship and ICT startup strategy (3)
2 nd semester (6)	Required (3)	<ul style="list-style-type: none"> • Korean history & culture (0) • Field Practicum II (0) • Global Capstone I(3)
	Electives (3)	<ul style="list-style-type: none"> • ICT Seminar (3)
3 rd semester (18)	Required (18)	<ul style="list-style-type: none"> • Korean II (0) • Field practicum III (0) • Advanced Research Methodology (3) • Statistical Methodology (3) • Personal Research I (3-6) • Personal Research II (3-6)
	Electives (0)	<ul style="list-style-type: none"> • Internship (0)
4 th semester (15)	Required (12)	<ul style="list-style-type: none"> • Personal Research I (3-6) • Personal Research II (3-6)
	Elective (3)	<ul style="list-style-type: none"> • ICT Policy Convergence Project (3)

Semester (credits)	Type	Course title
5 th semester (27)	Electives (27)	<ul style="list-style-type: none"> • Cognitive Psychology (3) • Business, Culture, and Spirituality (3) • Mobile Programming (3) • Machine Learning (3) • IOT Practice (3) • ICT Application Development (3) • Economic Development of Korea and EE & ICT (3) • Understanding International Development & Cooperation (3) • Technological Startup Theory (3)
6 th semester (24)	Required (9)	<ul style="list-style-type: none"> • Technology and Market of ICT Convergence (3) • ICT Convergence Project (3) • Startup Incubating Methodology (3)
	Electives (18)	<ul style="list-style-type: none"> • Interactive Visual Media (3) • Smart City (3) • Big Data Analytics (3) • Analysis and Interpretation of Corporate Finance (3) • Technology Policy (3) • Research Ethic (3)
7 th semester (18)	Required (3)	<ul style="list-style-type: none"> • Thesis Research I (3)
	Electives (15)	<ul style="list-style-type: none"> • Sustainable Development and Environment (3) • Industrial Academic Research I (3-6) • Industrial Academic Research II (3-6)
8 th semester (3)	Required (3)	<ul style="list-style-type: none"> • Thesis Research II (3)

3. EXTRACURRICULAR ACTIVITIES

1) Field practicum 1 - 3

A field practicum is designed to learn and experience ICT convergence technology applications in existing industrial sites to catch up with the fourth industrial revolution. Student will visit several major ICT companies including some promising startups in Korea.

Visiting Sites:

- Samsung SIM & Google Korea
- Hyundai Motors & Korea national Oil Cooperation
- LG Electronics, Naver Corporation, POSCO and POSCO ICT
- Creative Economy and Innovation Center, etc. (Such as smart farm, smart factory)

* The sites can be subject to change due to circumstances.

2) Fellowship event



- Welcome party
- Monthly meeting with faculty members
- Monthly birthday party, etc.

* Events are subject to change.

3) International Buddy System (IBS) (only for Master's degree program)

IBS is a program hosted by the Handong Student Government to provide better opportunities for international students and Korean students to get to know with each other and learn different cultures. An international student who applies for the IBS will be paired with a Korean student to participate in a variety of events.

4) Korean cultural experience program



Office of International Affairs (OIA) hosts events where international students can experience the Korean culture. The OIA will offer a variety of cultural programs so that international students can familiarize themselves with the Korean culture.



Activities (experience)

- Korean traditional paper folk craft and pottery making
- Korean traditional drawing and food cooking
- Visiting Gyeongju National Museum & Korean Traditional Houses, etc.

* The activities are subject to change.

5) Culture night

International students regularly organize a culture night event to share their cultures with Korean students (cultural performances, global food fair and more).



III. TRAINING INSTITUTE

1. GENERAL INFORMATION

1) Introduction of Handong Global University and Graduate School of Global Development and Entrepreneurship

Handong Global University (HGU) was founded in 1995 and it is located in the rolling hills of the eastern coast of Pohang, Korea. Perched atop a hill, covering over 200 acres, the campus looks out over both the East Sea, and the western Pacific Ocean with a small lake bordering the east side of the campus.

Since its foundation, HGU has been promoting the globalization of education and its campus under the slogan “Why not change the world?”. Our vision is to show love towards our neighbors and to change the world by maximizing both students’ and professors’ talents. HGU has uniquely contributed to the advancement of undergraduate education by creatively using global human resources for a holistic education that develops both character and knowledge. In addition, HGU has been drawing attention with its innovative educational curriculum that advances the 21st century’s requirement of learning and problem - solving in a globalized era.

Competency is strengthened not with knowledge-delivery education styles or teaching by rote memorization but with practical education that guides students in solving problems. HGU helps students build their competencies through project-based courses and nurtures well-balanced talents that play an important role in the world.

2) Homepage

Handong Global University: <http://www.handong.edu>

FACE BOOK : <https://www.facebook.com/HGU-KOICA-Masters-Degree-Program-101915861661715>

Graduate School of Global Development and Entrepreneurship:
<http://hdggde.handong.edu/>

3) History of Handong Global University

Year	Contents
2019	Selected for 'Korean Online Open Lecture (K-MOOC) supporting project' for 3 consecutive years by the Ministry of Education / National Institute for Lifelong Education (2017-2019)
	Selected for 'the Project for Strengthening Professional Personnel in Industrial Field 2019' (In the field of laser-photosynthesis) by the Ministry of Trade / Korea Institute for Advancement of Technology
2018	Awarded '2018 the 7th Annual Education Donation Reward of the Republic of Korea' from the Ministry of Education / Korea Foundation for the Advancement of Science and Creativity (in 2015 and 2018)
	Selected as '2018 Autonomous Enhancement University' in the Assessment for Fundamental Competency of Universities supervised by the Ministry of Education
2017	A ground-breaking ceremony of Ban Ki-moon Global Education Institute in support of the United Nations Academic Impact held
	HGU designated as the target of the 'Software Hub University Project' by the Ministry of Science, ICT and Future Planning
2016	HGU received the 'University Institution Assessment Certification' in the 2nd Cycle
	HGU co-hosted the 3rd UNAI Seoul Forum
	Ministry of Science, ICT and Future Planning selected HGU for the Big Data Pilot Project
	HGU designated in PRIME (PRogram for Industrial needs-Matched Education)
2014	Dag Hammarskjöld Library designated HGU Library as UN Depository Library
2012	Graduate School of Global Development & Entrepreneurship opened
2010	Designated as the UNAI Global Hub University
2009	Became a member of United Nations Academic Impact
2008	Selected as the 'University Innovation' by Ministry of Education
1997	Joined the Institute of International Education GEEE
1994	Foundation of HGU

2. ACCOMMODATION

Students of the Graduate School of Global Development & Entrepreneurship KOICA program live in the dormitory of Creation Hall in Handong Global University.



Living Conditions

- Single occupancy
- Includes a private bed, a desk, a bookshelf and a closet
- Includes communal (shared) areas such as lounge, laundry room, bathroom and kitchen

3. OTHER INFORMATION

1) Lecture rooms



KOICA Lecture Room 1 (All Nations Hall 414)

Most of the KOICA Course lectures are held in the ANH 414.



KOICA Lecture Room 2 (All Nations Hall 401)

2) Seminar room



HGD&E Seminar Room (Newton Hall 411)

Various seminars related to EE & ICT Convergence

Startup are held in the seminar room and this is where students of HGD & E study.

3) Dining in campus



Shinsegae Food, the Student Cafeteria

(Student Union Hall on the 1st floor)

- Price: 3,000 ~ 4,500 KRW
- Fixed menu among various kinds
- Offers bagels, pretzels, sandwiches, cakes as well as various drink options



Mom's Kitchen

(Student Union Hall on the 1st floor: library side)

- Price: 3,500 KRW
- Sells drinks, smoothies and different types of cakes
- Fixed menu between Western and Korean
- Take out menu: gimbap, sandwich



Handong lounge

(Hayongjo Hall on the 3rd floor)

- Price: 4,000 ~ 9,000 KRW
- Meals are served from 11:00 to 19:30.



Burger King (Hayongjo Hall on the 2nd floor)

- One of the world's largest QSR (Quick Service Restaurant)
- Sells hamburger, french fries, beverage, etc.

4) Convenience facility



Convenience Store (Bethel Hall on the B1 floor)

- Assortment of daily necessities, textbooks and office supplies



GS 25: Convenience Store

(Hayongjo Hall on the 1st floor)

- Operating hours: from 08:00 to 01:00



Alpha Store & Book Store

(Hayongjo Hall on the 1st floor)

- Operating hours: from 09:00 to 21:00
- Sells stationery, textbooks & general books

5) Café



Question Mark Café

(Student Union Hall on the 2nd floor, dormitory side)

- Provides place to study and meet



Hisbeans Café (Oseck Hall on the 3rd floor)

- Sells different hot and cold beverages, waffles, rice

EDIYA Coffee (Hayongjo Hall on the 1st floor)

- Sells a variety of hot and cold beverages and dessert

6) Library



Library (located next to the Newton Hall)

- 1st floor: Computer lab, Reference library, Visual Media room
- 2nd floor: Library Lounge, Reading room
- 3rd floor: Group study room (Sang-sang lap), Reading room



Computer Labs

- Numerous computer labs open to students at these locations
- Oseck Hall on the 1st (Scanner Installed) and the 3rd floor and Hyundong Hall on the 4th floor



Cloud-printing service

Most computer labs and dorms offer cloud-printing service that is available for use with a student card. In addition, a printing shop is located on the 2nd floor of Student Union Hall.

7) Other facilities

Student sport facilities

- A soccer and futsal field, a basketball court, a tennis court, a pool table, and a fitness center

Prayer rooms

- Hyundong Hall on the 2nd and 4th floor, Oseok Hall on the 4th floor, and in each dormitory

Post office (Hyundong Hall Basement Vision Square side)

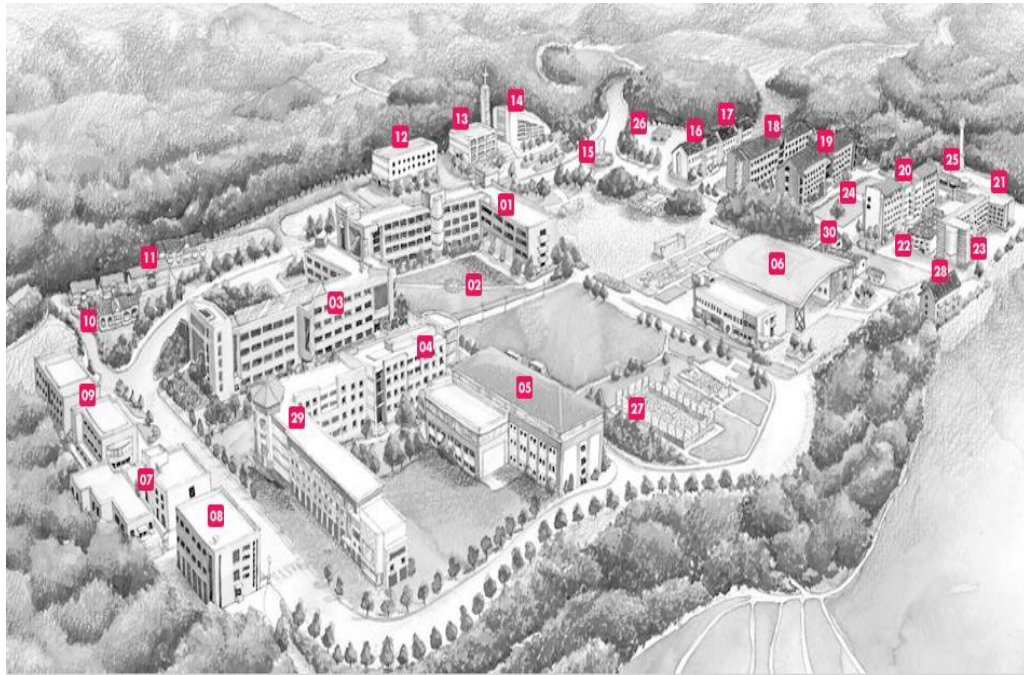
- Office Hour: 9:00 am ~ 6:00 pm/ 12:00 pm ~ 1:00 pm Lunch break
- Closed Saturdays and Sundays

Boaz medical (Hayongjo Hall on the 3rd floor)

- Business Hour: 14:00 ~ 18:00 (reception deadline 17:40)



8) Campus map



- | | | | | |
|-----------------------|--------------------------------------|---------------------|-----------------------|--|
| 01 Hyundong Hall | 07 Handong Techno Business Incubator | 13 Hyoam Annex Hall | 19 Creation Hall | 25 Power Plant |
| 02 Vision Square | 08 Global Green Development Center | 14 Hyoam Chaplain | 20 Lothem Hall | 26 Bus Stop |
| 03 Nehemiah Hall | 09 Handong International School | 15 HGU Stone | 21 International Hall | 27 Hiddink Dream Field |
| 04 Newton Hall | 10 HIS Dormitory | 16 Shalom Hall | 22 Global House | 28 Nicodemus House |
| 05 Oseok Hall | 11 Onnuri House | 17 Evenezel Hall | 23 Grace Hall | 29 All Nations Hall |
| 06 Student Union Hall | 12 Global Language Center | 18 Vision Hall | 24 HD Square | 30 Convenience Store (HGU Shop & Book Store) |

9) Medical facilities in Pohang city

Type	Medical facility	Location	Business hour	Landmark	Phone no.
General	Sunlin Hospital	Daeshin-dong, Buk-gu	Weekday: 9:00~17:00 Lunch: 13:00~14:00 Saturday: 9:00~12:00	Lotte department Store	054-245-5000
	Zone medical	Duho-dong, Buk-gu	Different for each department	GS Mart	054-230-7600 054-260-7500
Orthopedics	Medical Doctors	Yangdeok-dong, Buk-gu	Weekday: 9:00~19:00 Lunch: 13:00~14:00 Saturday: 9:00~14:00	Opposite of NH Hanaro Club	054-232-2390
Internal Medicine	Socksiwon Internal Medicine	Yangdeok-dong, Buk-gu	Weekday: 8:00~18:00 Lunch: 13:00~14:00 Saturday: 8:00~12:00	Opposite of NH Hanaro Club	054-232-0510
	Sock Internal Medicine	Yangdeok-dong, Buk-gu	Weekday: 9:00~19:00 Lunch: 12:30~14:00 Saturday: 9:00~15:00	Dream Mart	054-247-1166
Otolaryngology	Yangduk Hana Otolaryngology	Yangdeok-dong, Buk-gu	Weekday: 9:00~19:00 Saturday: 9:00~16:00	Hana Bank 2 nd floor	054-255-1000

	Hyundai Otolaryngology	Duho-dong, Buk-gu	Weekday: 9:00~19:00 Saturday: 9:00~16:00 (Sun/Holiday) 9:00~13:00	Across the street from Mission Clinic	054-231- 7582
Dental	Yanduk Bubu Dental Clinic	Yangdeok- dong, Buk-gu	Weekday: 9:30~18:30 Sat: 9:30~14:00	Woori Bank	054-262- 2875
	Goreni joyful Dental Clinic	Yangdeok- dong, Buk-gu	Weekday: 9:30~17:30 Lunch: 13:00~14:00 Saturday: 9:30~12:00	Opposite of NH Hanaro Club	054-244- 7528
Dermatology	Medical Doctors	Yangdeok- dong, Buk-gu	Weekday: 9:30~17:00 Tue/ Fri : 9:30~20:30 Lunch: 13:00~14:00 Saturday: 9:30~16:00	Opposite of NH Hanaro Club	054-231- 5600
	N skin plastic	Yangdeok- dong, Buk-gu	Weekday: 10:00~19:00 Fri: 10:00~21:00 Sat: 10:00~15:00 Saturday: 9:30~12:00	Woori Bank	054-255- 5800
Ophthal- mology	Good Doctors M Eye Center	YangDeok- dong, Buk-gu	Weekday: 9:00~18:00 Saturday: 9:00~14:00	NH Hanaro Club	054-256- 0007

- 119 Fire & Emergency services

The 119 Emergency & SOS service is similar to the American 911 service. In case of fire or a medical emergency, call this number. The service will immediately send a fire truck or an ambulance to the required location

IV. ACADEMIC REGULATIONS

1. ACADEMIC REGULATIONS

1) Attendance policy

Students are expected to attend all of the classes he / she has registered for each semester. Any student must attend the classes at least three-fourths of the total class hours.

In the event that student is absent for any of the reasons below, the student must notify the appropriate department, faculty, and dean 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) as approved by the Graduate School Dean
- Other events as approved by the Graduate School Dean

In the event 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 Graduate School Dean. For absences longer than seven days, students must submit a written diagnosis by a physician.

2) Examinations and evaluation

- Minimum Grade Point Average Requirement

Students must maintain at a minimum a B0 (80-84) grade point average.

Lower point than 80 (B) will not be acknowledged as a passing grade.

- Exams

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

- Make-up Exams: In the event a student cannot sit for an exam due to military service, illness, or any other emergency, the student must notify the faculty before the exam date, and obtain the Graduate School Dean's approval to sit for the exam at another time.

- Qualifications to sit for an exam

Any student who, without good reason, has failed to attend class for at least three-fourths of the total classes shall be prohibited from sitting for the exam. In the event of illness or emergencies, students need to provide a written explanation of their absence.

- Scholastic performance evaluation method

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

• Evaluation standard

Grades	Score	Grade point	Grades	Score	Grade point
A+	95 - 100	4.5	P	80 - 100	Pass
A0	90 - 94	4.0	I		Incomplete
B+	85 - 89	3.5			
B0	80 - 84	3.0			
F	79 - 0	0			

- Graduation requirements

In order to graduate, students must take 60 credits and earn a grade point average (GPA) higher than 3.0. In addition, students must submit theses (KCI 2, SCI 1) in English during the thesis research course.

2. RESIDENCE REGULATIONS

- Students must reside in dormitory.
- Living off-campus is not allowed.
- A student who violates residency regulations will be evicted from the dormitory and he/she must return to he/she country immediately.

V. REQUIRED DOCUMENTS

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

1. REQUIRED BY KOICA

KOICA Application form for the KOICA Fellowship program

3) REQUIRED BY HGU

- 1) HGU Application Checklist
- 2) HGU Agreement on Collection/Use of personal Information
- 3) HGU Application for Admission
- 4) HGU Self-Introduction / Study & Research Plan
- 5) Two recommendations for University Admission filled out by professors and/or currently working employers (Sealed and signed by recommenders)

* All documents should be typed in English. Handwriting is not acceptable.

** Forms required by HGU have been attached.

4) REQUIRED OFFICIAL DOCUMENTS

- Verification of Academic Transcript (all semesters/ Bachelor and Master's)
- Notarized certificate of a Bachelor and Master's Degree
- Summary of the Thesis of Master's Degree and a picture of thesis cover
- Copy of applicant's passport
 - * Passport must be valid at least 3 months more than the completion date of program (Completion date : Dec. 2022).
- Certificate of Employment
- 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.

5) IMPORTANT NOTES (for applicants)

All forms should be **typed in English** and all the supporting documents should be **in English**. Documents in any other language should be accompanied by a notarized English translation.

Original documents should be submitted. (If it is unavailable, the institution must authorize copies before they are submitted.)

If any of the submitted materials contain false information, admission will be rescinded.

Applicants whose forms and supporting documents are incomplete or unsatisfactory will be disqualified from the admission process.

Applicants should take full responsibility for any disadvantage due to the mistakes or omissions on the application.

VI. CONTACTS

1. CONTACT INFORMATION

[KOICA]

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***The schedule and information in PI (Program Information) is subject to change according to the KOICA and Handong Global University schedule and situation. Students should refer the newest document for schedule.**