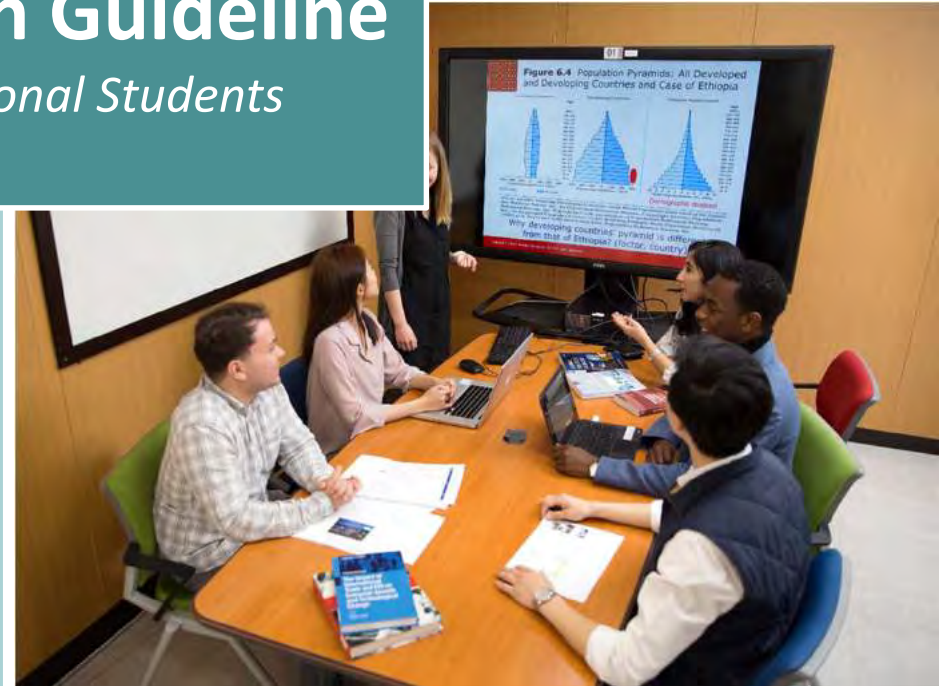
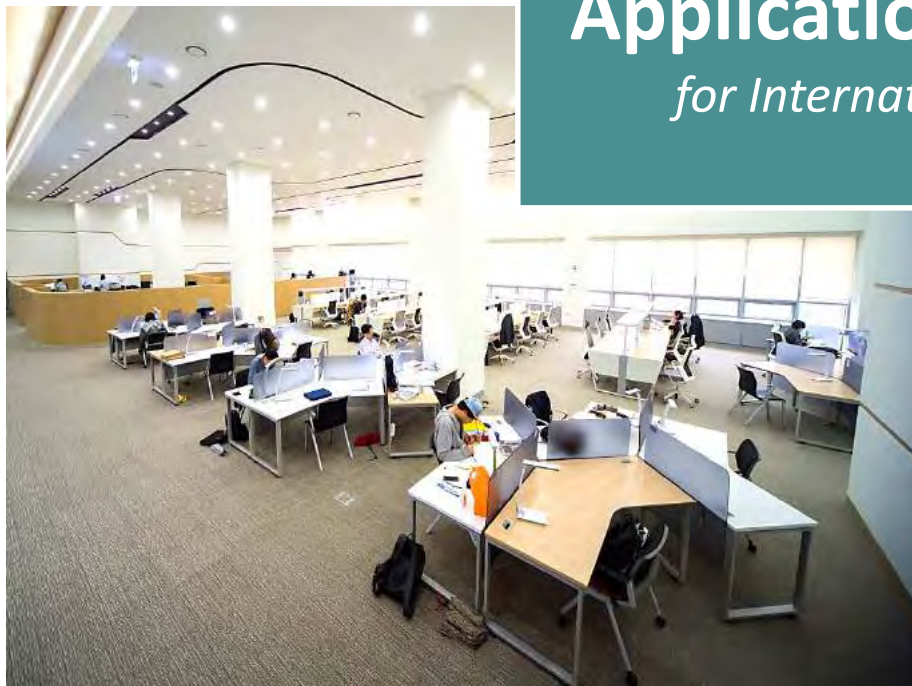




Spring 2019 Admissions Application Guideline *for International Students*



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KDI SCHOOL
KDI School of Public Policy and Management

1. Admissions Overview & Schedule

	Category	Spring 2019 Admissions
1	Programs	Master's Programs(full-time/part time) <ul style="list-style-type: none"> • Master of Public Policy • Master of Development Policy • Master of Public Management Ph.D. Programs(full-time) <ul style="list-style-type: none"> • Ph.D. in Public Policy • Ph.D. in Development Policy
2	Application Period	August 21 – October 24, 2018
3	Final Result	Early December, 2018
4	Program Entrance	Early February, 2019

Fall 2019 Admissions (*TBD)
Master's Programs(full-time) <ul style="list-style-type: none"> • Master of Public Policy • Master of Development Policy • Master of Public Management
March – May, 2019
July, 2019
Early September, 2019 – Early August, 2019 (11months)

1. Admissions Overview & Schedule

Fall 2018 Admissions Schedule			
No.	Category	Period	Contents
1	Online Application	August 21 - October 24 (24:00 KST), 2018	<ul style="list-style-type: none"> The online application is available at https://apply.kdischool.ac.kr. The online application system will close by midnight on the deadline.
2	Document Submission	August 21 - October 24 (18:00 KST), 2018	<ul style="list-style-type: none"> All required documents must be post mailed (Fedex or DHL etc.) In 1 envelope at the admissions office no later than the deadline
3	Document Review	November, 2018	<ul style="list-style-type: none"> 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 available when you log in onto the online system at https://apply.kdischool.ac.kr.
4	Interview	November, 2018	<ul style="list-style-type: none"> Those who pass the document review will receive a pre-interview call prior to the actual phone or Skype interview.
5	Final Result	Early December, 2018 (expected)	<ul style="list-style-type: none"> The final result will be announced via email and posted on the online application system.
6	Registration	December, 2018 - January, 2019	<ul style="list-style-type: none"> The admissions package will be sent to each admitted student by email and postal mail.
7	Program Entrance	Early February, 2019	<ul style="list-style-type: none"> The Spring semester is scheduled to begin in first week of February, 2019 and academic calendar will be provided upon admission.

2. Academic Program

	Master's Program		Ph.D. Program (Full-time)	
	Master's Program (Full-time)	Part-time Program* (Residents in Korea Only)		
Programs	<ul style="list-style-type: none"> • Master of Public Policy (MPP) • Master of Development Policy (MDP) • Master of Public Management (MPM) 		<ul style="list-style-type: none"> • Ph.D. in Public Policy • Ph.D. in Development Policy 	
Study Areas	<ul style="list-style-type: none"> • Master of Public Policy (MPP) <ul style="list-style-type: none"> - Finance and Macroeconomic Policy - Trade and Industrial Policy - Public Finance and Social Policy - Regional Development and Environment Policy • Master of Development Policy (MDP) <ul style="list-style-type: none"> - Sustainable Development - International Development • Master of Public Management (MPM) <ul style="list-style-type: none"> - Public Administration and Leadership - Strategic Management - Global Governance and Political Economy 		Public Policy <ul style="list-style-type: none"> • Social Policy and Public Finance • Finance and Macroeconomic Policy • Trade and Industrial Policy 	Development Policy <ul style="list-style-type: none"> • Development Policy • International Development Cooperation • Development Economics
Duration	<ul style="list-style-type: none"> • About 1 year (3 semesters) • Coursework: 1st year at the KDI School • Thesis Writing: 2nd year in home country 	<ul style="list-style-type: none"> • About 2 years (6 semesters) 	<ul style="list-style-type: none"> • Full-time students : at least 3 years 	
Class Schedule	<ul style="list-style-type: none"> • Daytime(08:30 – 18:00) 	<ul style="list-style-type: none"> • Weekday Evenings(19:00 – 22:30) +Saturday(9:00 – 17:30) 		
Requirements for Graduation	<ul style="list-style-type: none"> • Minimum 39 credits(Including research project) 		<ul style="list-style-type: none"> • 36 credits • Qualifying Examination • Dissertation 	

*Part-time students may be offered a limited number of course

3. Program Information - MPP

No.	Program	Contents
1	Master of Public Policy (MPP)	<p>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.</p> <p>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.</p> <p>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.</p> <p>Academic Goals</p> <ul style="list-style-type: none"> • Expand policy-makers' capability in policy planning, analysis and implementation • Foster professionals in the field of economic and social policies
		Study Area
		<ul style="list-style-type: none"> • Finance and Macroeconomic Policy • Trade and Industry Policy • Public Finance and Social Policy • Regional Development and Environment Policy

3. Program Information – MDP

No.	Program	Contents
2	Master of Development Policy (MDP)	<p>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.</p> <p>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).</p> <p>Students must take the required core courses as well as a certain number of courses from Sustainable Development or International Development areas.</p> <p>Academic Goals</p> <ul style="list-style-type: none"> • 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
		Study Area
		<ul style="list-style-type: none"> • Sustainable Development • International Development

3. Program Information – MPM

No.	Program	Contents
3	Master of Public Management (MPM)	<p>The MPM seeks to fulfill policy management needs in today's global environment through an integrative education program that covers various facets of management and leadership in both public and private sectors.</p> <p>The aim of the program is to nurture professionals who can successfully navigate and manage the complexities of global and private policy environments, make preemptive decisions to deal with the challenges, and have the capacity to put them into action.</p> <p><u>Academic Goals</u></p> <ul style="list-style-type: none"> • Improve comprehensive problem solving skills in public administration and management, with the help of reinforced understanding of global and private policy environment • Foster high-quality public workforce capable of policy design and execution
		Study Area
		<ul style="list-style-type: none"> • Public Administration and Leadership • Strategic Management • Global Governance and Political Economy

3. Program Information – Ph.D.

No.	Program	Contents
4	Ph.D. in Public Policy	<p>The KDI School offers Ph.D. in Public Policy degree and Ph.D. in Development Policy degree. The goal of the Ph.D. program is to prepare qualified candidates to produce cutting-edge research in their chosen field and to equip them with the skills they need to ascend to leadership positions in the public or private sector.</p> <p>Curriculum Tailored to Your Research Topic The KDI School encourages Ph.D. students to take the initiative in shaping their own course of study, once they complete the required courses during the first 1~2 years.</p>
	Ph.D. in Development Policy	<p>Faculty Involvement The KDI School also encourages Ph.D. students to collaborate with the faculty on research projects. Along with an emphasis on supervised research courses, the KDI School provides an environment where students work closely with professors.</p> <p>Expected Target Students The KDI School selects individuals with demonstrated potential for research. Applicants are also expected to have a research topic firmly in hand.</p>

4. Scholarship Category

- 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.
- Scholarship awards and benefits are decided by the admissions committee upon one's admission to the school.

Spring 2019 Admissions Scholarship				
No.	Scholarship Supporter	Category	Scholarship Title	Benefit
1	KDI School	Master's Program	Global Ambassador Scholarship(GAS)	- Tuition waiver - Monthly Stipend (About \$850) <i>* All scholarship benefits are primarily intended for countries named on the DAC List of ODA recipient nations, as published by the OECD. (* If a country is not named on the DAC List, applicants from these countries may be conferred a partial, rather than a full scholarship.)</i>
			Seoul G20	- Tuition waiver - Monthly Stipend (About \$1000) - Round trip Air Fare
2		Ph.D. Program	Global Ambassador Scholarship(GAS)	- Tuition waiver and monthly stipend for the first academic year <i>* The scholarship(tuition waiver & monthly stipend) will be reinstated every term only if students meet all scholarship terms and conditions.</i>

*the amount of monthly stipend is subject to change

5. Qualification for Master's Program

	Scholarship	Eligibility	Degree Qualification (1) + (2)
1	Global Ambassador Scholarship (GAS)	<p>All overseas students who meet the Degree Qualification</p> <p>※ Choose 'International general' when creating an online application</p>	<p>(1) International Applicants must meet one of the following (① or ②)</p> <p><i>* Dual citizens(nationality) with Korean nationality are not eligible.</i></p> <p>① A foreign national whose parents are both foreign nationals.</p> <p><i>* 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.)</i></p>
2	Seoul G20	<p>Public officials who meet the Degree Qualification and one of the following requirements:</p> <ul style="list-style-type: none"> ▶ Division head level (or) ▶ Over 6 years of experience <p>※ Employment Verification should be signed in 2018</p> <p>※ Choose 'Seoul G20' when creating an online application</p>	<p>(2) Applicants for Master's degree program must meet one of the following (① or ②)</p> <p>① A bachelor's degree holder from an accredited college or university. (min. 3 years)</p> <p><i>* Certificate of expected degree can be submitted instead of degree diploma if one is expected to earn a bachelor's degree by February, 2019.</i></p> <p>② Educational attainment equivalent to bachelor's degree (min. 3 years) approved by law.</p>

5. Qualification for Ph.D. Program

	Scholarship	Eligibility	Degree Qualification (1) + (2)
1	Global Ambassador Scholarship (GAS)	<p>All overseas students who meet the Degree Qualification</p> <p>※ Choose 'International general' when creating an online application</p>	<p>(1) International Applicants must meet <u>one</u> of the following (① or ②) <i>* Dual citizens(nationality) with Korean nationality are not eligible.</i></p> <p>① A foreign national whose parents are both foreign nationals. <i>* 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.)</i></p> <p>② An applicant who has completed at least 16 years of education (elementary, middle, high school, and university) in a foreign country. <i>* 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.</i></p> <p>(2) Applicants for <u>Ph.D. program</u> must meet one of the following (① or ②)</p> <p>① Both bachelor's (min. 3 years) and master's degree holder from an accredited college or university <i>* Certificate of expected graduation must be submitted if one is expected to earn a master's degree by February, 2019.</i></p> <p>② Educational attainment equivalent to both bachelor's (min. 3 years) and master's degree approved by law</p>

6. Requirements – Application Documents

No.	Application Documents	For Master's	For Ph.D.
0	Document Check List	Attach it when you send your documents to KDI School	
	<i>*Download the official form from https://www.kdischool.ac.kr/#/admissions/international</i>		
1	Online Application	Required	Required
	<i>*Online application must be submitted at the following link: https://apply.kdischool.ac.kr/</i>		
2	Statement of Purpose (must use the official form)	Required	Required
	Please use this portion of the application to explain your motivation and qualifications for pursuing your education at KDI School. <i>*Download the official form from https://www.kdischool.ac.kr/#/admissions/international</i>		
3	Certified Copy of Academic Transcripts	Required	Required
	<ul style="list-style-type: none"> Academic transcripts must provide a record of all the courses you have taken throughout the years of studying. <u>Applicants for Master's program</u> must submit transcripts from undergraduate institutions. <u>Applicants for Ph.D. program</u> must submit transcripts from both undergraduate and graduate institutions. <u>Submit an official document issued by the applicant's alma mater describing the university's grade system if:</u> <ul style="list-style-type: none"> An applicant's transcript does not include information on CGPA, marks or score percentile; or The grades on an applicant's transcript are difficult to be converted into any one of the GPA criteria mentioned above. Documents must be certified. (Please read 'Document Authentication' section.) 		
4	Certified Copy of Degree Diploma, Graduate Certificate or Certificate of Expected Graduation	Required	Required
	<ul style="list-style-type: none"> Certificate of Expected Graduation must indicate anticipated graduation date and degree type. <u>Applicants for Master's program</u> must submit certificates from undergraduate institutions. <u>Applicants for Ph.D. program</u> must submit certificates from both undergraduate and graduate institutions. The certificate must indicate 'Bachelor/Master's Degree' or 'Equivalent to a Bachelor/Master's Degree'. Documents must be certified. (Please read 'Document Authentication' section.) 		

6. Requirements – Application Documents

No.	Application Documents	For Master's	For Ph.D.
5	Recommendation Letters (you can submit either online recommendations or hard copies of recommendation)	One letter is required	Two letters are required
	<p>Recommendation letters should provide information about your performance in either an academic or a professional settings.</p> <p>If you choose;</p> <p>1) Online recommendation: Please fill out the information of your reference in the 'references' tab in your online application system.</p> <p>2) Hard copy of recommendation: The official form can be downloaded from. https://www.kdischool.ac.kr/#/admissions/international. However, it is <u>not</u> required to use the official form.</p>		
6	Certified Copy of TOEFL, TOEIC, IELTS, TEPS, OPIC Score Report or Certificate of Medium of Instruction	Not required but strongly recommended	Required
	<ul style="list-style-type: none"> The tests must have been taken within 2 years of the proposed date of admission (The semester starts in February 2019 and the test must have been taken as of February, 2017). If you have received your university degree from an English-speaking country, you may submit a certificate of medium of instruction instead. Document(s) must be notarized or original. 		
7	Employment Verification	If applicable* (required for Seoul G20 applicant)	Not required
	<ul style="list-style-type: none"> The employment period and name of position must be specified. The verification should indicate the employment category (e.g. public, private, NGO, etc.). HR officer or supervisor of the applicant should write and sign the verification letter. The official form can be downloaded from https://www.kdischool.ac.kr/#/admissions/international. However it is <u>not</u> required to use the official form. 		

6. Requirements – Application Documents

No.	Application Documents	For Master's	For Ph.D.
8	Dissertation Research Proposal	Not required	Required
	There is no required format or length however, it should clearly reflect an applicant's research interest.		
9	Copy of Passport	Required	Required
	The copy must show your photo, name, and expiration date.		
10	Two Photos (3cm x 4cm) or Photo File Upload	Required	Required
	If you have uploaded your photo on your online application, you do not have to send your photos again.		
11	Video Essay	Optional	Optional
	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		
12	Certified Copy of Birth Certificate & Copy of Both Parents' Passports <u>or</u> Certified Copy of Academic Transcripts or Graduate Certificates of 16 Years of Education in a Foreign Country	If applicable (applicants of Korean origin only)	If applicable (applicants of Korean origin only)
	<ul style="list-style-type: none"> • 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 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)

6. Requirements – Important Notices

Applicants are responsible for properly completing their application and sending their supporting documentation to KDI School on time.

- Submit the documents in order (Do not use stapler or clip)
- 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 (Korea Standard Time).
- 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.

6. Requirements – Document Authentication




Applicants from Apostille member nations must authenticate their academic documents as below: (*please see the following page for a list of Apostille member nations)	<u>All other applicants</u> must authenticate their academic documents as below:
<div data-bbox="273 553 1075 684">Apostilled by Designated Government Authority (typically by Ministry of Foreign Affairs of the country where one earned his/her degree from)</div> <div data-bbox="645 699 685 727">OR</div> <div data-bbox="273 745 1075 852">Authenticated by Korean embassy or consulate with official seal or signature</div> <div data-bbox="645 866 685 895">OR</div> <div data-bbox="273 914 1075 1019">Authenticated by embassy of the country where one earned his/her degree from</div> <div data-bbox="645 1034 685 1062">OR</div> <div data-bbox="273 1082 1075 1217">Authenticated by Ministry of Education of the People's Republic of China (degree earned from China only)</div> <div data-bbox="645 1232 685 1260">OR</div> <div data-bbox="273 1278 1075 1366">Authenticated by notary public</div>	<div data-bbox="1164 563 1964 679">Authenticated by the issuing institution with official seal or signature</div> <div data-bbox="1547 691 1588 719">OR</div> <div data-bbox="1164 729 1964 890">Authenticated by designated government authorities in the country where one earned his/her degree from</div> <div data-bbox="1547 903 1588 932">OR</div> <div data-bbox="1164 948 1964 1067">Authenticated by embassy of the country where one earned his/her degree from</div> <div data-bbox="1547 1082 1588 1110">OR</div> <div data-bbox="1164 1120 1964 1238">Authenticated by Korean embassy or consulate with official seal or signature</div> <div data-bbox="1547 1251 1588 1279">OR</div> <div data-bbox="1164 1289 1964 1374">Authenticated by notary public</div>

6. Requirements – Document Authentication

Apostille member countries (refer to the Ministry of Foreign Affairs)	
Region	Name of countries (2018.5)
Asia, Oceania	Australia, parts of China (Macau, Hong Kong), Japan, Korea, New Zealand, Brunei, Mongolia, Cook Islands, Fiji, India, the Marshall Islands, Mauritius, Vanuatu, Samoa, Tonga, Niue
Europe	Albania, Austria, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Malta, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Monaco, Montenegro, Netherlands, Norway, Poland, Portugal, Russia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, Kyrgyzstan, Macedonia, Ukraine, United Kingdom, Andorra, Armenia, Azerbaijan, Moldova, Liechtenstein, San Marino, Kazakhstan, Uzbekistan,
North America	USA
Central and South America	Argentina, Mexico, Panama, Suriname, Venezuela, Antigua and Barbuda, Bahamas, Barbados, Velez, Colombia, Commonwealth of Dominica, Dominican Republic, Ecuador, El Salvador, Grenada, Honduras, Saint Vincent, Peru, Trinidad and Tobago, St. Lucia, St. Kitts and Nevis, Costa Rica, Uruguay, Nicaragua
Africa	South Africa, Botswana, Lesotho, Liberia, Namibia, Sao Tome and Principe, Swaziland, Malawi, Cape Verde, Seychelles
Middle East	Oman, Israel, Bahrain

6. Requirements – Document Authentication

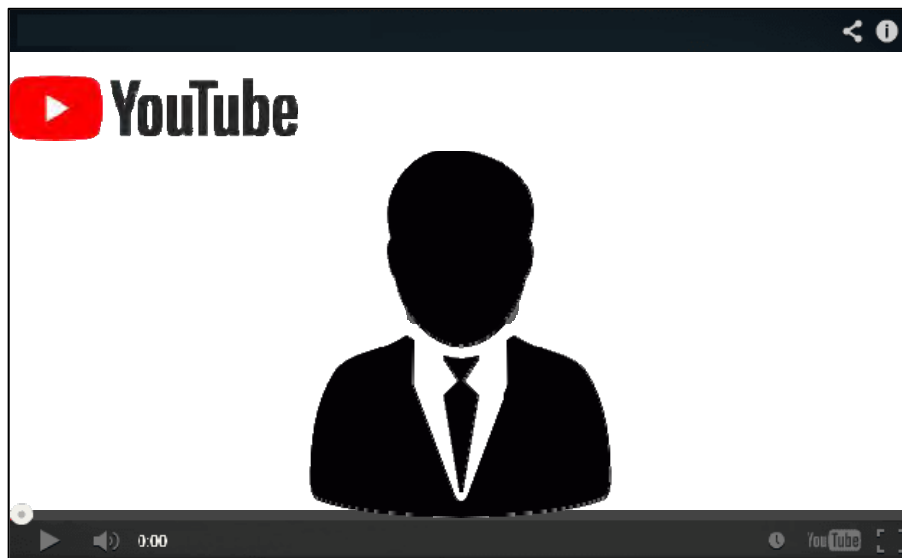
※ Please note that photocopies of academic documents must be authenticated with official seal or signature by a designated office. Follow the instructions below to authenticate your academic documents.

No.	Process
1	Photocopy your original academic documents. (e.g. graduate certificate, academic transcript)
	
2	Take your documents to one of designated offices. (See the list of designated offices in the previous page.)
	
3	Have them authenticate the photocopies with official seal or signature written in English
	
4	Submit them along with the rest of the required documents.

※ Photocopy of authenticated documents are NOT considered as authenticated 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.



[KDI School] Spring 2019 Admission – applicant# & Full Name

7. Contact Information



- **Address (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**

- **Office Hour : 9:00~18:00((Monday – Friday), KST**

- **Website : <http://admissions.kdischool.ac.kr/>**