

# **KOICA-HGU Master's Degree Program in Techno-Entrepreneurship Competency Based on EE&ICT Convergence**

August 4, 2020 – December 31, 2021  
Pohang & Seongnam, Republic of Korea



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

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# I . PROGRAM OVERVIEW

## ■ Program Title: Master's Degree Program in Techno-Entrepreneurship Competency Based on EE & ICT Convergence

### ■ Duration

- Stay duration: August 4, 2020 - December 31, 2021 (17 months of study in Korea including 2 weeks of pre-course)

During the 17 months in HGU, students are strongly recommended to complete their thesis.

### ■ Degree: Master of Science in ICT convergence

### ■ 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.
- EE and 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 opportunities for growth through education and practical training in EE and ICT convergence is growing.

### ■ Objectives

- To train government and NGO officials from developing countries in the field of EE and ICT convergence to foster greater entrepreneurship and capacity building.
- To train domestic leaders in the field of EE and ICT convergence in a systematic and practical manner so that they can create policies and attract capital investments to their country
- To develop government officials' problem-solving skills through a training in the field of EE and 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

## ■ Goals

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

## ■ Training institute

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

## ■ Number of participants: 15 government officials

## ■ Language: English fluency that requires no translation

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

## ■ Accommodations \*\*

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

(\* ) Living conditions of dormitory (Creation Hall)

- Single occupancy
- A room includes a private bed, a desk, a bookshelf and a closet.
- A communal area includes a lounge, a laundry room, a bathroom and a kitchen.

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

## II. PROGRAM CONTENTS

### 1. ACADEMIC SCHEDULE

| Session  | Date (YYYY.MM.DD)       | Contents / Remarks  |
|--|-------------------------|---|
| <b>Preparatory session</b>                             | 2020.8.4 - 2020.8.7     | Arrival, medical check-up,<br>KOICA orientation                   |
|  | 2020.8.7                | Arrival at HGU  |
| <b>Pre-course</b>                                      | 2020.8.10 - 2020.8.10   | HGU orientation   |
|  | 2020.8.10               | Entrance Ceremony   |
| <b>1<sup>st</sup> semester<br/>course registration</b> | 2020.8.24 - 2020.8.31   | 1 week  |
| <b>1<sup>st</sup> semester (Fall semester)</b>         | 2020.8.31 - 2020.12.18  | 16 weeks  |
| <b>Canaan Farmhand School</b>                          | 2020.8.31 - 2020.9.4    | 1 week  |
| <b>Field practicum I</b>                               | 2020.10.21 - 2020.10.23 | 3 days  |
| <b>Winter break</b>                                    | 2020.12.21 - 2021.1.15  | 4 weeks   |
| <b>2<sup>nd</sup> semester<br/>course registration</b> | 2021.1.11 - 2021.1.15   | 1 week  |
| <b>2<sup>nd</sup> semester (Winter semester)</b>       | 2021.1.18 - 2021.2.26   | 6 weeks   |
| <b>3<sup>rd</sup> semester<br/>course registration</b> | 2021.2.22 - 2021.2.28   | 1 week  |
| <b>3<sup>rd</sup> semester (Spring semester)</b>       | 2021.3.02 - 2021.6.11   | 15 weeks  |
| <b>Assigning academic advisor</b>                      | 2021.3.22 - 2021.4.16   | 4 weeks   |
| <b>Field practicum III</b>                             | 2021.4.3 - 2021.4.6     | 4 days  |
| <b>Spring break</b>                                    | 2021.6.11 – 2021.6.20   | 1 week  |
| <b>4<sup>th</sup> semester<br/>course registration</b> | 2021.6.14 - 2021.6.20   | 1 week  |
| <b>4<sup>th</sup> semester (Summer semester)</b>       | 2021.6.21 - 2021.7.30   | 6 weeks   |
| <b>Summer break</b>                                    | 2021.8.2 - 2021.8.29    | 4 weeks   |
| <b>5<sup>th</sup> semester<br/>course registration</b> | 2021.8.23 - 2021.8.30   | 1 week  |
| <b>5<sup>th</sup> semester (Fall semester)</b>         | 2021.8.30 - 2021.12.10  | 15 weeks  |
| <b>Thesis submission (draft)</b>                       | 2021.9.28 - 2021.10.9   | 2 weeks<br>(4 - 5 <sup>th</sup> week of 5 <sup>th</sup> semester) |
| <b>Thesis examination</b>                              | 2021.11.1 - 2021.11.5   | 1 week  |
| <b>Thesis submission (final)</b>                       | 2021.11.19.             | 12 <sup>th</sup> week of 5 <sup>th</sup> semester                 |
| <b>Winter break and wrap up</b>                        | 2021.12.13 - 2021.12.24 | 2 weeks   |
| <b>Graduation ceremony</b>                             | 2021.12.17.             | -   |
| <b>Departure</b>                                       | 2021.12.31.             | In 2 weeks after the<br>graduation ceremony                       |

\* The schedule above is subject to change.

\*\* More detailed Academic Schedule will be provided upon arrival.

## 2. CURRICULUM

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

The total number of credits required to complete the master's program: 36 credits

| Classification (credits)        | Type           | Course Title   |
|---------------------------------|----------------|--|
| Pre-course (1)                  | Required (1)   | <ul style="list-style-type: none"> <li>• Preliminary course (1)               <ul style="list-style-type: none"> <li>- Computers &amp; quantitative methods</li> <li>- Research basic &amp; academic writing</li> </ul> </li> </ul>  |
| Foundation courses (6)          | Required (0)   | <ul style="list-style-type: none"> <li>• Korean I (0)</li> <li>• Korean history &amp; culture (0)</li> </ul>   |
|                                 | Electives (6)  | <ul style="list-style-type: none"> <li>• Korean II (0)</li> <li>• Cognitive psychology (3)</li> <li>• Business, culture and spirituality (3)</li> </ul>  |
| EE & ICT convergence (27)       | Required (9)   | <ul style="list-style-type: none"> <li>• Programming practice (3)</li> <li>• Technology and ICT convergence market (3)</li> <li>• Economic development of Korea and EE&amp;ICT (3)</li> </ul>  |
|                                 | Electives (18) | <ul style="list-style-type: none"> <li>• Mobile programming (3)</li> <li>• Introduction to machine learning (3)</li> <li>• Introduction to VR (Virtual Reality) (3)</li> <li>• IoT (Internet of Things) design and practice (3)</li> <li>• Big data analytics (3)</li> <li>• ICT intensive course (3)</li> </ul> |
| Startup development course (18) | Required (3)   | <ul style="list-style-type: none"> <li>• Venture entrepreneurship and ICT startup strategy (3)</li> <li>• Field practicum I (0)</li> <li>• Field practicum II (0)</li> <li>• Field practicum III (0)</li> </ul>  |
|                                 | Electives (15) | <ul style="list-style-type: none"> <li>• Smart City (3)</li> <li>• Analyzing &amp; interpreting of financial statement (3)</li> <li>• Startup incubating methodology (3)</li> <li>• Startup intensive course (3)</li> <li>• Internship (0)</li> </ul>  |
| Research and policy (18)        | Required (12)  | <ul style="list-style-type: none"> <li>• ICT convergence policy project I (3)</li> <li>• Research methodology (3)</li> <li>• Thesis basic (3)</li> <li>• Thesis research (3)</li> </ul>  |
|                                 | Elective (6)   | <ul style="list-style-type: none"> <li>• Technology policy I (3)</li> <li>• ICT convergence policy project II (3)</li> </ul>   |

## 2) Curriculum & credits based on semester

As shown in the table below, students must complete 36 credits to graduate (excluding a thesis course).

| Semester (credits)            | Type           | Course title  |
|-------------------------------|----------------|---|
| Pre-course (1)                | Required (1)   | <ul style="list-style-type: none"> <li>Preliminary course (1)</li> </ul>  |
| 1 <sup>st</sup> semester (21) | Required (15)  | <ul style="list-style-type: none"> <li>Programming practice (3)</li> <li>Venture entrepreneurship and ICT startup strategy (3)</li> <li>Field practicum I (0)</li> <li>Research methodology (3)</li> <li>Economic development of Korea and EE&amp;ICT (3)</li> <li>Technology and ICT convergence market (3)</li> </ul>             |
|                               | Electives (6)  | <ul style="list-style-type: none"> <li>Mobile programming (3)</li> <li>Introduction to machine learning (3)</li> </ul>  |
| 2 <sup>nd</sup> semester (3)  | Required (3)   | <ul style="list-style-type: none"> <li>Korean I (0)</li> <li>Korean history &amp; culture (0)</li> <li>Field Practicum II (0)</li> <li>Technology policy (3)</li> </ul>   |
| 3 <sup>rd</sup> semester (24) | Required (6)   | <ul style="list-style-type: none"> <li>Field practicum III (0)</li> <li>Thesis basic (3)</li> <li>ICT convergence policy project I (3)</li> </ul>   |
|                               | Electives (18) | <ul style="list-style-type: none"> <li>Introduction to VR (Virtual Reality) (3)</li> <li>IoT (Internet of Things) design and practice (3)</li> <li>Big data analytics (3)</li> <li>Analyzing &amp; interpreting of financial statement (3)</li> <li>Startup incubating methodology (3)</li> <li>ICT intensive course (3)</li> </ul> |
| 4 <sup>th</sup> semester (6)  | Required (3)   | <ul style="list-style-type: none"> <li>ICT convergence policy project II (3)</li> </ul>   |
|                               | Elective (3)   | <ul style="list-style-type: none"> <li>Korean II (0)</li> <li>Smart City (3)</li> <li>Internship (0)</li> </ul>   |
| 5 <sup>th</sup> semester (12) | Required (3)   | <ul style="list-style-type: none"> <li>Thesis research (3)</li> </ul>   |
|                               | Electives (9)  | <ul style="list-style-type: none"> <li>Cognitive psychology (3)</li> <li>Business, culture and spirituality (3)</li> <li>Stratup intensive course (3)</li> </ul>  |

\* The curriculum above is subject to change.

### 3. EXTRACURRICULAR ACTIVITIES (TENTATIVE)

#### 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. Students 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 are 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)

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) Website**

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

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

### 3) History of Handong Global University

| Year | Contents   |
|------|--|
| 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 must live in the dormitory of Creation Hall in Handong Global University.



### Living Conditions

- Single occupancy
- A room includes a private bed, a desk, a bookshelf and a closet.
- A communal (shared) area includes a lounge, a laundry room, a bathroom and a 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**

(on the 1<sup>st</sup> floor of Student Union Hall)

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



#### **Mom's Kitchen**

(on the 1<sup>st</sup> floor of Student Union Hall: 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**

(on the 3<sup>rd</sup> floor of Hayongjo Hall)

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



#### **Burger King**

(on the 2<sup>nd</sup> floor of Hayongjo Hall)

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

### 4) Convenience facility



#### **Convenience Store** (on the B1 floor of Bethel Hall)

- Assortment of daily necessities, textbooks and office supplies



**GS 25: Convenience Store**

(on the 1<sup>st</sup> floor of Hayongjo Hall)

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



**Alpha Store & Book Store**

(on the 1<sup>st</sup> floor of Hayongjo Hall)

- Operating hours: from 09:00 to 21:00

- Sells stationery, textbooks & general books

**5) Café**



**Question Mark Café**

(on the 2<sup>nd</sup> floor of Student Union Hall, dormitory side)

- Provides a place to study and meet



**Hisbeans Café** (on the 3<sup>rd</sup> floor of Oseck Hall)

- Sells a variety of hot and cold beverages, waffles, etc.

**EDIYA Coffee** (on the 1<sup>st</sup> floor of Hayongjo Hall)

- Sells a variety of hot and cold beverages and dessert

**6) Library**



**Library** (located next to the Newton Hall)

- 1<sup>st</sup> floor: Computer lab, Reference library, Visual Media room

- 2<sup>nd</sup> floor: Library Lounge, Reading room

- 3<sup>rd</sup> floor: Group study room (Sang-sang lap), Reading room



### Computer Labs

- Numerous computer labs open to students at these locations
- On the 1<sup>st</sup> (scanner installed) and 3<sup>rd</sup> floor of Oseck Hall and on the 4<sup>th</sup> floor of Hyundong Hall



### 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 2<sup>nd</sup> 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)

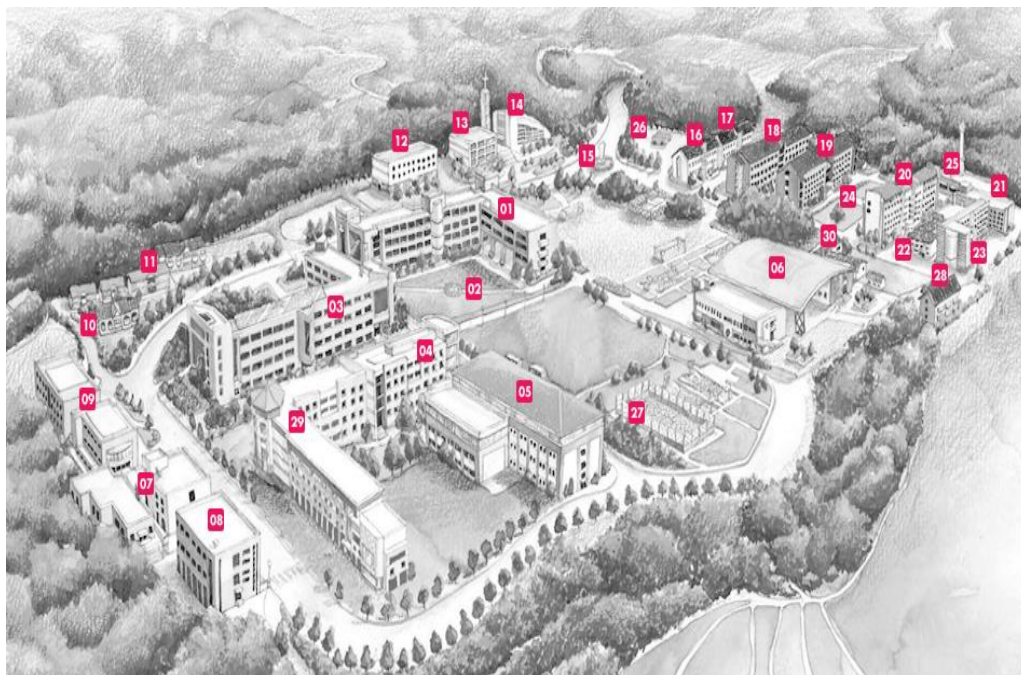
- Office Hour: 9:00 am ~ 6:00 pm/ 12:00 pm ~ 1:00 pm Lunch break
- Closed Saturdays and Sundays

### Boaz medical (Hayongjo Hall on the 3<sup>rd</sup> floor)

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



## 8) Campus map



- |                       |                                      |                    |                       |  |
|-----------------------|--------------------------------------|--------------------|-----------------------|--|
| 01 Hyundong Hall      | 07 Handong Techno Business Incubator | 13 Hyoam Anex 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 Evezel 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  | <b>Weekday:</b> 9:00~17:00<br><b>Lunch:</b> 13:00~14:00<br><b>Saturday:</b> 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<br>054-260-7500 |
| Orthopedics       | Medical Doctors             | Yangdeok-dong, Buk-gu | <b>Weekday:</b> 9:00~19:00<br><b>Lunch:</b> 13:00~14:00<br><b>Saturday:</b> 9:00~14:00 | Opposite of NH Hanaro Club | 054-232-2390                 |
| Internal Medicine | Socksiwon Internal Medicine | Yangdeok-dong, Buk-gu | <b>Weekday:</b> 8:00~18:00<br><b>Lunch:</b> 13:00~14:00<br><b>Saturday:</b> 8:00~12:00 | Opposite of NH Hanaro Club | 054-232-0510                 |
|                   | Sock Internal Medicine      | Yangdeok-dong, Buk-gu | <b>Weekday:</b> 9:00~19:00<br><b>Lunch:</b> 12:30~14:00<br><b>Saturday:</b> 9:00~15:00 | Dream Mart                 | 054-247-1166                 |



| Type           | Medical facility            | Location              | Business hour  | Landmark                              | Phone no.    |
|----------------|-----------------------------|-----------------------|--|---------------------------------------|--------------|
| Otolaryngology | Yangduk Hana Otolaryngology | Yangdeok-dong, Buk-gu | <b>Weekday:</b> 9:00~19:00<br><b>Saturday:</b> 9:00~16:00  | Hana Bank 2 <sup>nd</sup> floor       | 054-255-1000 |
|                | Hyundai Otolaryngology      | Duho-dong, Buk-gu     | <b>Weekday:</b> 9:00~19:00<br><b>Saturday:</b> 9:00~16:00<br><b>(Sun/Holiday)</b> 9:00~13:00                           | Across the street from Mission Clinic | 054-231-7582 |
| Dental         | Yanduk Bubu Dental Clinic   | Yangdeok-dong, Buk-gu | <b>Weekday:</b> 9:30~18:30<br><b>Sat:</b> 9:30~14:00   | Woori Bank                            | 054-262-2875 |
|                | Goreni joyful Dental Clinic | Yangdeok-dong, Buk-gu | <b>Weekday:</b> 9:30~17:30<br><b>Lunch:</b> 13:00~14:00<br><b>Saturday:</b> 9:30~12:00                                 | Opposite of NH Hanaro Club            | 054-244-7528 |
| Dermatology    | Medical Doctors             | Yangdeok-dong, Buk-gu | <b>Weekday:</b> 9:30~17:00<br><b>Tue/ Fri</b> : 9:30~20:30<br><b>Lunch:</b> 13:00~14:00<br><b>Saturday:</b> 9:30~16:00 | Opposite of NH Hanaro Club            | 054-231-5600 |
|                | N Skin Plastic              | Yangdeok-dong, Buk-gu | <b>Weekday:</b> 10:00~19:00<br><b>Fri:</b> 10:00~21:00<br><b>Sat:</b> 10:00~15:00<br><b>Saturday:</b> 9:30~12:00       | Woori Bank                            | 054-255-5800 |
| Ophthalmology  | Good Doctors M Eye Center   | YangDeok-dong, Buk-gu | <b>Weekday:</b> 9:00~18:00<br><b>Saturday:</b> 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 a 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 a 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 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 (7<sup>th</sup> – 8<sup>th</sup> 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. Grade is based on classroom performance (presentations, attendance) and test performance (mid-term and final exams).

• Evaluation standard

| Grade | Score    | Grade point | Grade | 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 36 credits and earn a grade point average (GPA) higher than 3.0. In addition, students must submit a thesis in English during the thesis research course.

## 2. RESIDENCE REGULATIONS

- Students must reside in a 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 his/her country immediately.

# V. REQUIRED DOCUMENTS

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

## 1. REQUIRED BY KOICA

KOICA Application Form for the KOICA Fellowship Program

## 2. 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.

## 3. REQUIRED OFFICIAL DOCUMENTS

- 1) Verification of Academic Transcript (all semesters)
- 2) Notarized certificate of a Bachelor's Degree
- 3) Copy of applicant's passport
  - \* Passport must be valid at least 3 months more than the completion date of program (Completion date : Dec. 2021).
- 4) Official document indicating parent-child relationship between the applicant and parents (Ex: Applicant's Birth Certificate or Household Register proving the parent-child relationship)
- 5) Doctor's opinion paper about health checkup review
- 6) Certificate of Employment (if applicable)
- 7) 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 documents which demonstrate appropriate English language proficiency.

#### 4. 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 they are 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]

#### Korea International Cooperation Agency (KOICA)

- **Program Manager: Ms. Min-ji Kim**
  - ODA Education Center
  - Address: KOICA, 825 Daewangpangyo-ro, Sujeong-gu, Seongnam-Si, 461-833 Gyeonggi-do, Republic of Korea
  - Tel: +82-31-740-0679
  - E-mail: [kmi@koica.go.kr](mailto:kmi@koica.go.kr) / · Homepage: <http://www.koica.go.kr>
- **Program Coordinator: Ms. Min-kyoung Kim**
  - Tel: +82-31-777-2841
  - E-mail: [kmk1025@koworks.org](mailto:kmk1025@koworks.org)

### [Handong Campus]

#### Graduate school of Global Development & Entrepreneurship

- **Prof. in Charge: Mr. Yun Seon Kim**
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#### Staff of HGD&E

- **Coordinator: Ms. Yeong a Kim (Jamie Kim)**
  - Address: Handong Graduate School of Global Development & Entrepreneurship, Handong Global Univ., 558 Handong-ro, Hunghae-eup, Buk-ku, Pohang-City, Gyeongbuk, 791-708, Korea
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- **Coordinator: Ms. Da Jeong Lee (Clare Lee)**
  - Tel: +82-54-260-1766 / · E-mail: [clarelee@handong.edu](mailto:clarelee@handong.edu)

**\*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.**