

KOICA-KDIS Master's Degree Program in Regulation Management for Economic Development

August 1, 2019–December 27, 2020

Sejong & Seongnam, Korea



Korea International Cooperation Agency



KDI School of Public Policy and Management

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

Contents

PART I. PROGRAM OVERVIEW	1
PART II. PROGRAM CONTENTS	2
PART III. TRAINING INSTITUTE	6
PART IV. ACADEMIC REGULATIONS.....	11
PART V. REQUIRED DOCUMENTS	13
PART VI. CONTACTS	16

I . PROGRAM OVERVIEW

■ **Program Title: KOICA – KDI School Master’s Degree Program in Regulation Management for Economic Development**

■ **Duration**

- **Stay duration: August 1, 2019—December 27, 2020 (17 months)**

During 17 months in KDI School of Public Policy and Management, students are strongly recommended to complete their thesis.

- **Academic duration: August 6, 2019—December 11th, 2020 (17months)**

In accordance to the university regulations, the diploma will be issued in January 2021.

■ **Degree: Master of Public Management (MPM)**

■ **Objectives**

- 1) Encourage critical thinking with analytic and problem solving skills
- 2) Deepen understanding of the dynamics of regulation and policy environment in order to pursue collaborative governance
- 3) Improve policy implementation skills to efficiently introduce, manage, and evaluate regulations
- 4) Enhance professional ethics for strengthened accountability and transparency of regulation management

■ **Training Institute: KDI School of Public Policy and Management**

■ **Number of Participants: 15 Government Officials**

■ **Qualification: Applicants who meet the qualifications of KOICA**

**Applicants who have more than 3 years of experience in the Ministry of Planning, Ministry of Interior, or any regulation-related departments will have preference for selection*

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

■ **Accommodations: Dormitory of the KDI School**

The KDI School offers on-campus dormitory for all international students.

For KOICA scholars in particular, KDI School will exclusively assign a single room. Though they will share a room with another student in the first semester, KOICA students will be assigned to a single room starting from the second semester. There is no meal plan. Residents may prepare their own meals in the communal kitchen, or use the school cafeterias for on-campus dining.

II. PROGRAM CONTENTS

1. ACADEMIC SCHEDULE

Term		Schedule	
Fall Preliminary Session (3.5 Weeks: Aug.6~Aug.23,2019)		Aug.1(Thurs.)~Aug. 5(Mon.)	Entry to Korea/ KOICA O.T/ Medical check up
		Aug.6 (Tue.)	Preliminary/Orientation for New Students
		Aug.26 (Mon.)~Aug.30 (Fri.)	Fall Orientation for New Students
Fall Semester (13 Weeks: Sep.2~Nov.30,2019)		Sep.2(Mon.)	Start of Fall Semester
		Sep.2 (Mon.)~Sep.7 (Sat.)	Course Add & Drop Period
		Nov.14 (Thu.)~Nov.20 (Wed.)	Course Evaluation
		Nov.18 (Mon.)~Nov.23 (Sat.)	Reading Period
		Nov.25 (Mon.)~Nov.30 (Sat.)	Final Examinations
Research Internship (Dec.2, 2019 ~Feb.9, 2020)		Dec.2 (Sun.), 2019 ~Feb.9 (Sat.), 2020	Winter Break & Research Internship
Spring Semester (12 Weeks: Feb.10~May.2, 2020)		Feb.10 (Mon.)	Start of Spring Semester
		Feb.10 (Mon.)~Feb.15 (Sat.)	Course Add & Drop Period
		Apr.20 (Mon)~Apr.22 (Wed.)	Summer Semester Course Registration
		Apr.20 (Mon)~Apr.25 (Sat)	Reading Period
		Apr.27 (Mon)~May.2 (Sat)	Final Examinations
Spring Break (1 week: May.4~May.9,2020)		May.4 (Mon.)~May.9 (Sat.)	Spring Break
Summer Semester (12 Weeks: May.11 ~ Aug.01, 2020)	1st Session	May.11 (Mon.)	Start of 1 st Summer Session
		May.11 (Mon.)~May.13 (Wed.)	Course Add & Drop Period
		Jun.15 (Mon.)~Jun.16 (Tue.)	Reading Period
		Jun.17 (Wed.)~Jun.20 (Sat.)	Final Examinations
	2nd Session	Jun.22 (Mon.)	Start of 2 nd Summer Session
		Jun.22 (Mon.)~Jun.24 (Wed.)	Course Add & Drop Period
		Jul.27 (Mon.)~Jul.28 (Tue.)	Reading Period
		Jul.29 (Wed.)~Aug.1 (Sat.)	Final Examinations
Intensive Training Period (4 Weeks: Aug.4~Sep.5 ,2020)		Aug.3 (Mon.)~Sept.5 (Sat.)	Summer Break
		Aug.6 (Tue.)~Aug.9 (Fri.)	Korea Field Research & Study (KFRS)
Fall Semester (13 Weeks: Sep.2~Dec.5,2020)		Sep.7 (Mon.)	Start of Fall Semester
		Sep.7 (Mon)~Sep.12 (Sat.)	Course Add & Drop Period
		Nov.23 (Mon.)~Nov.28 (Sat.)	Reading Period
		Nov.30 (Mon.)~Dec,5 (Sat.)	Final Examinations
Commencement		Dec.11 (Fri.)	KDI School Commencement Ceremony

*The schedule above is subject to change.

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

2. CURRICULUM

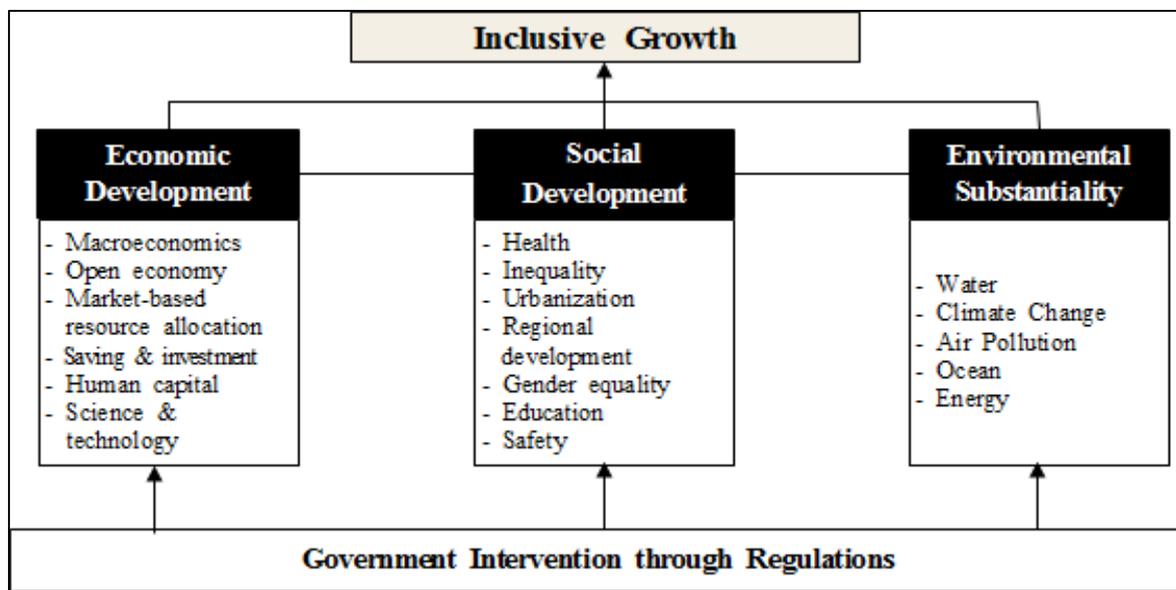
1) Curriculum

- **Degree: Master of Public Management (MPM)**

The MPM program is designed to provide global perspective and professional expertise in public management. The program is highly regarded both in and outside Korea, particularly among developing nations and government officials. Faculty members with outstanding research backgrounds and empirical knowledge offer a leading curriculum that integrates theory and practice.

- **Concentration: Regulation Management for Economic Development**

Regulation is one of the most significant policy instruments through which the government attempts to attain their goal. Drawing up the roles between the public and the private sectors, regulation policies have the power to either accelerate or hamper a country's growth. This program aims to first 1) examine the dynamics of market economy and regulations, 2) study a variety of policy environments where regulations come into play, and to 3) explore ways to efficiently design, implement, and evaluate regulations, so that the scholars may become a regulation expert in their respective fields who can create the opportunities and manage the risks for economic development of their country.



* The curriculum above is subject to change.

2) Graduation Requirements and Credits

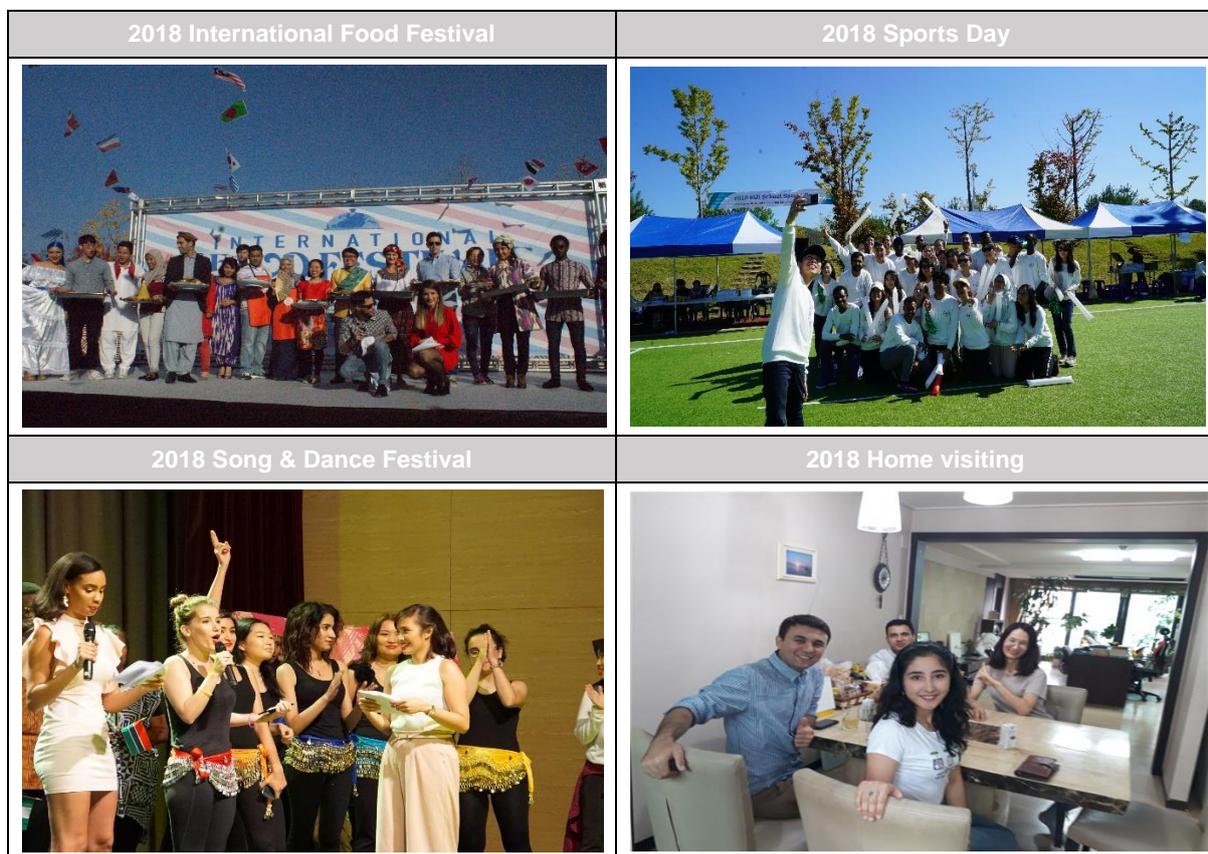
Category	MPM: Regulation Management for Economic Development
Foundation Courses	Requirement: 6 credits (2 courses)
	<ul style="list-style-type: none"> • Public Organizations and Management (3 credits) • Introduction to Research Methods (3 credits)
Core Courses	Requirement: 9 credits (3 courses)
	<ul style="list-style-type: none"> • Policy Process Analysis (3 credits) • Cost-benefit Analysis for Policy Decision Making (3 credits) • Regulation: Theory and Practice (3 credits)
Elective Courses	Requirement: up to 12 credits (4 courses)
	<p>*Need to choose up to 4 courses under the area of study below.</p> <p>Options for areas of study:</p> <ul style="list-style-type: none"> • FM (Finance and Macroeconomic Policy) • TI (Trade and Industry Policy) • PF (Public Finance and Social Policy) • RE (Regional Development and Environment Policy) • SD (Sustainable Development) • ID (International Development) • PA (Public Administration and Leadership) • SM (Strategic Management) • GP (Global Governance and Political Economy)
Research Project	Requirement: 6 credits
	<p>Options for satisfying the research component:</p> <ul style="list-style-type: none"> • ARS (3 credits) + Thesis (3 credits) • ARS (3 credits) + Capstone (3 credits) • 1 course (3 credits) + SRP (3 credits) • SRP (3 credits) + SRP (3 credits)
Language	Requirement: 6 credits (2 courses)
	<ul style="list-style-type: none"> • Language in Public Policy and Management (3 credits) • Korean Language and Culture I (3 credits)
Total	39 credits

* The total GPA must be higher than 2.67 to graduate.

3. EXTRACURRICULAR ACTIVITIES (TENTATIVE)

- **Student Networking Program**

- 1) Home Visiting Program
- 2) Sports Day
- 3) Mountain Hiking
- 4) Song & Dance Festival
- 5) International Food Festival
- 6) Happy Hour
- 7) Buddy Program
- 8) Various Club Activities
- 9) Site Visit & Cultural Event
- 10) Student Forum



- **Special Lectures and Seminars**

- Experts are invited from home and abroad to give special lectures so that students can gain insights into their research fields. The lectures are held usually twice per a month and deal with diverse topics.
- In the research seminars, one of the school faculty members or the experts from other institutes present their research outcomes.
- Both are open to everyone so that participants can freely engage in discussion.

III. TRAINING INSTITUTE

1. GENERAL INFORMATION

1) About KDI (Korea Development Institute) and KDI School

Ever wanted to meet the brains behind Korea's rapid economic and social development? KDI School of Public Policy and Management was established in 1997 in partnership with the KDI, Asia's leading think tank. KDI has been rated by the Economist as one of the most influential research institutions in the world, ranked No. 1 in the field of international development (2017 Global Go To Think Tank Index). The KDI School draws on a wealth of research and resources from the KDI, to share Korea's unique development experience with the global community.

The KDI School offers an innovative educational program focusing on policy and development issues. Aiming to transform mid-career professionals into leaders of their fields, KDI School has been committed to equipping our students with new knowledge, vision and a global perspective.

- **Innovative Academic Programs**

The KDI School offers comprehensive and rigorous academic programs focusing on real-world, policy issues in both the public and private sector.

- Academic curriculum utilizing the experiences and the assets of Asia's top think-tank, the Korea Development Institute (KDI).
- Education based on experiences in systematic research on global development and consultation to developing nations.
- The first and only Korean university who has received accreditation from NASPAA—Network of Schools of Public Policy, Affairs and Administration.

- **Top-notch Faculty**

The KDI School's faculty possesses a rich blend of international, academic, and policy experience, along with a common commitment to excellence in teaching and research.

- Consists of Ph.D. from top-tier universities in the world, including Columbia, Cornell, Harvard, MIT, etc.
- Owns a wealth of experience in both the public and private sector, including the Bank of Korea, World Bank, ADB, etc.
- Has capacity to carry out research and education in all relevant areas of development and public policy

- **Diverse Student Composition**

The majority of students are mid-career professionals with 5-10 years of working experience in government, business, NGOs, media or academia. International students account for 50% of the student body (from more than 70 countries) each year, further promoting the internationalism of the school and the creation of a powerful global network.

2) Homepage: <http://www.kdischool.ac.kr/>

2. ACCOMMODATION

The KDI School offers on-campus dormitory for all international students. For KOICA scholars in particular, KDI School will exclusively assign a single room. In the first semester you will share a room with another student, but starting from the second semester, you will be assigned to a single room. There is no meal plan. Residents may prepare their own meals in the communal kitchen, or use the school cafeterias for on-campus dining.

- **General Rooms:** All general rooms are double occupancy and are equipped with beds, wardrobes, desks, bookshelves, its own shower and a toilet, an air conditioning and a heating system, and an internet (electrical outlets: 220V). A bed cover is provided for students when they check in to their rooms. During your first semester, you will share a double room with your roommate.
- **Single Rooms:** Single rooms come with beds, wardrobes, desks, bookshelves, its own shower and a toilet, an air conditioning and a heating system (electrical outlets: 220V). For the second year, you will use a single room by yourself.
- **Student Lounge:** Student lounges located on the 3rd and 5th floor of each buildings are a place where students can relax, watch TV, check their email, do homework, read, or just hangout. It also offers comfortable surroundings for casual conversations. Lounges have satellite TVs, couches, two desktop computers, a printer, microwaves, a water dispenser, irons and ironing boards.
- **Kitchen:** Located on the top floor is a communal kitchen where all residents can cook for themselves. It includes some tables, chairs, electric burners, microwaves, refrigerators, a sink, cooking utensils, and a satellite TV.



3. OTHER INFORMATION

1) Lecture Rooms and Conference Halls

High-tech lecture rooms and video conference rooms are available to make each class and conferences more effective.



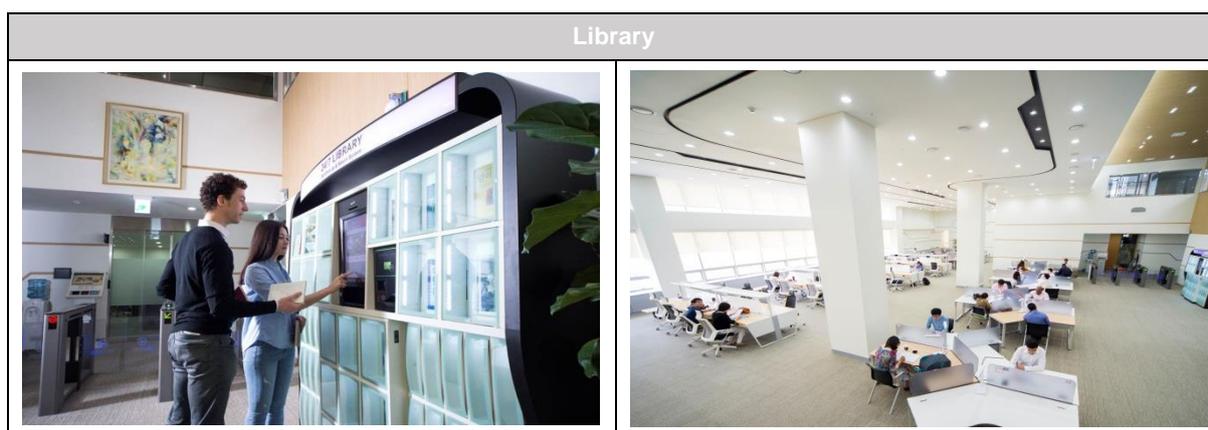
2) Convenient Facilities

Computer Lab, Chambers, Prayer Room, Gym, Student Council Room and Lounges are available for all KDI School students on campus. The computer lab is open to students 24 hours a day, with internet access as well as newly installed computers, printers, and scanners. The student chambers are also accessible to students 24 hours a day. Each chamber includes desks and a locker, providing a space for students to study and do research/class assignments/team projects, or simply to relax in their free time.

3) Library

The library archives books, academic publications, and other materials essential for student, faculty, and staff research. The KDI Library and the KDI School Library were integrated into the KDI Central Library in 2014 in order to ensure better services through the sharing of capacities, facilities, and resources. The publications and materials are available in the areas of business, economics, policies, and much more. (library website: <http://library.kdischool.ac.kr>)

- **Diverse Collections:** The Central library has been pampered with a featured technology with a book capacity of over 287,615 books, 358,150 e-books, magazines, and academic journals. Over 64% of the collections is written in English.
- **Hi-tech Library:** The Hi-tech Library has features that create a more convenient experience in the library where students can learn advanced library technologies such as self-check-out & return, reservation pick-up and intelligent return. Mobile application is a multi-purpose software that allows users to access e-resources, e-attendance, and e-pay.
- **Collaborated Academic Class and Seminar:** The Collaborated Academic Class and Seminar Central library provide not only database workshops, but also cooperative classes with regular courses on academic writing.
- **External Cooperation:** KDI Central Library has been in close collaboration with libraries and affiliated organizations in Korea. The library actively provides Interlibrary Services for materials not owned by our library.



4) Health Care

- **On-campus Healthcare Room**

The Healthcare Room provides students with urgent care for common minor illnesses and injuries. Students with minor injuries and ailments can get a medical service at the Health Room located on

the 2nd floor of the central Building. For serious or prolonged illnesses or injuries, students are referred to a local hospital or a private physician, a private medical provider or an urgent care.

- **Available health services:**

- Treatment of minor or acute illnesses such as common cold
- First aid for minor injuries
- A rest area for students who become ill and need a place to rest
- Blood pressure checkup
- Referrals to local medical specialists
- Individual health and wellness counseling

- **Sun Healthcare International (15 minutes away)**

Sun Healthcare International assistants are fluent in English and assist international patients from reception to prescription, facilitating your communications with doctors or staffs during medical treatment.

- **Less Waiting Time:** The International Clinic Office will provide a separate service for all international patients.

- **Less Language Barrier:** A designated assistant will provide individual escort service within the hospital, explaining and translating necessary information

※ *Emergency center operates 24 hours (No service during holidays).*

5) Student Counseling Service

The KDI School provides a Counseling Service for students. While the new semester can be an exciting challenge for some students, others may have to deal with a variety of issues, including personal and academic concerns. The counseling service is dedicated to supporting those students both emotionally and practically, and aims to maximize the student satisfaction so they can take full advantage of the opportunities at the KDI School and enjoy their stay in Korea.

Students may seek counseling for various reasons. No topic is off limits, but common concerns are academic issues, cultural adjustment issues, homesickness, relationship problems, stress and anxiety, depression, grief and loss.

IV. ACADEMIC REGULATIONS

1. Academic Regulation

1) Attendance

A student shall attend the classes for each subject in which he/she is enrolled, and shall not be assigned credits if he/she misses more than one-sixth of the class hours of a given subject.

However, when a student has extraordinary circumstances such as disease, etc. for missing a class, and submits a report of absence in advance, up to one-sixth of the class hours may not be counted as absence.

2) Graduation

- The unit for course completion shall be one credit, and one credit shall be awarded for completion of 15 hours of education in each semester or the equivalent hours of education. Separately, a research credit shall be awarded when a student participates in paper research, practical training, or research project.

- The respective number of credits required for acquiring a Master's degree shall be as follows, which may include up to six research credits.

Degree	Program	Credits Required
Master	Master of Public Management (MPM)	39 credits

3) Grade

Grades	Point Values	Grades	Point Values	Grades	Point Values
A	4.00	B-	2.67	F	0.00
A-	3.67	C+	2.33	I	-
B+	3.33	C	2.00	W	-
B	3.00	C-	1.67	IW	-

- In the case of a subject for which no grade is granted, its grade shall be marked as "P (Pass)" or "NP (No Pass)"

- Credits shall be recognized only when an acquired grade point is at least C- (1.67). The overall grade point average (GPA) required for the completion of a Master's degree program shall be B- (2.67).

2. Participants' Responsibilities

<Code of Honor and Conduct of KDI School of Public Policy and Management>

1) Develop Integrity

- ① Perform at the highest levels of excellence, as a member of KDI School community, in my studies, research and learning as well as in my personal and professional endeavors.
- ② Not tolerate lying, cheating, stealing, plagiarizing, piracy or other violations of intellectual property rights.
- ③ Respect the personal liberties of fellow students, professors, and other people.

2) Exercise Respect

- ① Value diversity among colleagues and encourage cooperation by emphasizing positive human relationships and honor, both in personal relationships and in group interaction.
- ② Behave in a professional manner, both on and off KDI School campus, in order to secure my personal reputation and enhance that of KDI School community.

3) Lead by Example

- ① Have the courage to express disagreement respectfully, the strength to lead, and the wisdom to follow.
- ② Confront all forms of unethical behavior or any inappropriateness including physical and emotional harassment; hold my colleagues and myself accountable, and, if necessary, report issues to the appropriate administrative office.

3. Others

The KDI School welcomes any suggestions and opinions that students may have via "Suggestions Welcome" board on the KDI School webpage and tries to integrate them into the school's administration as much as possible. All students are encouraged to make suggestions and give ideas. Paying keen attention to the quality of student life, KDI School is always eager to hear about students' school experience. KDI School students may voice their opinions on academic inconveniences, student services or facilities, any productive ideas that can help the School's development.

V. REQUIRED DOCUMENTS

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

No.	Type of Documents	Required/Optional
1	KOICA's Application Form	Required
2	KDI School's Application Form	Required
3	Statement of Purpose Candidates should use this portion of the application to explain their motivation and qualifications for pursuing their education at the KDI School. (Official form is available at KDI School's admissions website.)	Required
4	Certified Copies of Academic Transcript - Academic transcripts must provide a record of all the courses throughout the years of studying. - Photocopies must be authenticated with an official seal and signature by a designated office. (<i>Please read the 'important notes' below.</i>)	Required
5	Certified Copies of Degree Diploma or Certificate of Expected Graduation - Certificate of Expected Graduation must indicate anticipated graduation date and degree type - Photocopies must be authenticated with an official seal and signature by a designated office. (<i>Please read the 'important notes' below.</i>)	Required
6	One Recommendation Letter Recommendation letter should provide information about candidates' performance in professional settings. (Official form is available at KDI School's admissions website.)	Required
7	Two Photos (Size: 3cm x 4cm)	Required
8	Copy of Passport	Required
9	Employment Verification - Employment verification should demonstrate one's employment status as a government official and their years of working experience (Official form is available at KDI School's admissions website.)	Required
10	TOEFL, TOEIC, IELTS, TEPS, OPIC Score Report - Score report must be an original copy, not a photocopy. - An original or notarized copy of 'Certificate of Medium of Instruction' can be submitted instead.	Strongly Recommended (optional)

- Document Authentication

- Applicants from Apostille member nations must authenticate their academic documents as:
 - (1) Apostilled by Designated Government Authority (typically by Ministry of Foreign Affairs of the country where one earned his/her degree from),
 - (2) Authenticated by Korean embassy or consulate with official seal or signature,
 - (3) Authenticated by embassy of the country where one earned his/her degree from,
 - (4) Authenticated by Ministry of Education of the People’s Republic of China (Degree earned from China only), or
 - (5) Authenticated by notary public.

- Apostille member countries (refer to the Ministry of Foreign Affairs)

Region	Name of countries
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

**Note: Those who earned their degrees from universities in countries other than those mentioned above must have their academic documents authenticated by the issuing institute.*

- Late applications will not be accepted; all required documents must be submitted by the deadline.
- All application forms must be typed in English.
- Non-English based documents must be accompanied with notarized English translation.
- All required documents must be sent in one package.
- Submitted documents will NOT be returned.

- Applicants whose forms and supporting documents are incomplete or unsatisfactory will be disqualified from the admissions process.
- Applicants must apply for one program/scholarship only. Submitting multiple applications to more than one program/scholarship will invalidate candidacy.
- If any required documents are found to be false or counterfeit, admission to the KDI School will be cancelled.

VI. CONTACTS

1. CONTACT INFORMATION

1) Korea International Cooperation Agency (KOICA)

- **Program Manager: Mr. Hyunseok KANG**

ODA Education Center

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

· Tel: +82-31-740-0681

· Fax: +82-31-740-0765

· E-mail: hyunseok@koica.go.kr

· Homepage: <http://www.koica.go.kr>

- **Program Coordinator: Ms. Suyeon PARK**

· Tel: +82-31-777-2647

· Fax: +82-31-740-0996

· E-mail: psy8811@global-inepa.org

2) KDI School of Public Policy and Management (KDIS)

- **Admissions Division**

263 Namsejong-ro, Sejong, 30149, Republic of Korea

- Email: koica.admissions@kdis.ac.kr

- Phone: +82-44-550-1281

- Fax: +82-44-550-1223

- Main Website: <http://www.kdischool.ac.kr/>

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

- **Student Affairs Division (Student Services)**

263 Namsejong-ro, Sejong, 301 49, Republic of Korea

- Email: studentaffairs@kdischool.ac.kr

- Phone: +82-44-550-1253

- Fax: +82-44-550-1232

*The schedule in PI (Program Information) is subject to change according to the KOICA and KDI School of Public Policy and Management Schedule.