# KDI SCHOOL
## OF PUBLIC POLICY AND MANAGEMENT

# Spring 2024 Application Guidelines
## for International Students
## (2024 봄 외국인 신입생 모집요강)

- Master's & Ph.D. Programs

KDISCHOOL **WHERE THE DIFFERENCE BEGINS**

# CONTENTS

# Ⅰ. Overview

## Admission Schedule

| No | Procedure | Schedule | Notes |
|---|---|---|---|
| 1 | Online Application + Document Upload | August 28 09:00 ~ September 15 18:00, 2023 (KST) | · The online application is available at https://gradnet.kr/kdis/main<br>※ **MIPD applicants must apply to both KDIS and WIPO.**<br>   WIPO application is available at https://shorturl.at/qrwVZ<br>· Online Recommendation Letters must be submitted by the recommenders before 24:00 KST on the closing date.<br><span style="color:red">※ **Once you submit the online application, you are NOT able to make any changes including the program.**</span> |
| 2 | Document Review | September 16 ~ November 2, 2023 | · Only the application(including the survey) submitted successfully by the deadline will be reviewed by the Admissions Committee. |
| 3 | Document Review Result | November 3, 2023 | · The document review result will be announced by email and only the applicants who pass the document review will be invited to the interview round. |
| 4 | Interview | November 13 ~ November 20, 2023 | · The interview will be conducted via Video conference call. |
| 5 | Final Result | December 1, 2023 | · The final result will be announced by email and posted on "Notice" on the admissions website. |
| 6 | Document Submission (for Accepted Students Only) & Registration | ~ December 15, 2023 | · All documents must be in one envelope and arrive no later than the deadline(**December 15, 2023**).<br>· **Please refer to guidelines on** <u>V. Apostille/Consular Legalization</u> **carefully and send the documents accordingly via post-mail.**<br>   ※ <u>According to the Korean Immigration law, the Visa support letter will only be issued when your academic documents are submitted with proper legalization. Late arrival may result in reduction of monthly stipend or admission revocation.</u><br>· Since the submitted documents will NOT be returned in any case, **please process the authentication on the photocopies of original diploma and submit the certified documents.**<br>· The admitted students will be able to access the Admission Package(documents) from KDIS Student MIS upon successful submission of required documents. |
| 8 | **Program Entrance** | February, 2024 | · The Spring semester is scheduled to begin in early February, and students are expected to arrive around the end of January, 2024(TBA). |

※ The above schedule is subject to change.

# ◈ *Important Notice* ◈

1. If an applicant submits the application or supporting documents which are incomplete, he/she will be disqualified from the admission process immediately.

2. In compliance with the Decree issued by Korean Ministry of Justice, expected graduates are <u>NOT</u> eligible to apply to KDI School except for the students from Korean or Japanese universities.
   <u>All applicants must have fully graduated from the university and hold the official degree certificate as of August 31, 2023 before applying to KDI School.</u>

3. Accepted students CANNOT defer their admission or scholarship under any circumstances. Any such requests will NOT be granted and will result in withdrawal of admission and forfeiture of scholarship.
   • Not registering or leaving the school voluntarily will have a negative impact in future admissions.

4. <u>The Admission will be cancelled at school's discretion, even after registration in the following cases:</u>
   1) If any grounds for disqualification are found.
   2) If any information in the application(documents) are found to be false, counterfeit or, if any fraudulent acts are found which had been involved during the admission process.
   3) If a student has omitted their academic(higher/tertiary education) history(records) from the application.
   4) If a student does not submit the documents(with proper legalization) required by the Admissions office before the deadline or submitted false documents.
   5) If a student does not enter Korea within the designated arrival period without prior consent from the school and/or if their visa application is rejected by the Korean embassy (or Korea Immigration Service/Office) and thus, unable to enter Korea before the semester begins.
   6) If a student is found to have dual registration(being registered in another university/institution at the same time).

5. Other details not specified in the application guidelines are subject to the decision of the Admissions Committee of KDI School of Public Policy and Management.

6. Accepted students must submit the required documents to KDI School via post by December 15, 2023.

   [Mailing Address]
   **Admissions Office,** KDI School of Public Policy and Management 263 Namsejong-ro, Sejong, Republic of Korea (30149)

   • TOEFL iBT and IELTS reports can be submitted online through the test institution's website and will be considered as an original. Other English Proficiency Test Reports(including MOI Letter) must be submitted in **original** certificate.
   * TOEFL iBT Score Reports can be submitted online via ETS(Institution Code: 6442).
   * IELTS Score Reports can be submitted online via British Council website(Click).
   ※ We do **NOT** accept scanned or photocopied documents, nor the true original diploma certificates.
   ※ For authentication/legalization regarding the academic documents, please refer to **V. Apostille/Consular Legalization** section.
   ※ As it could take up a few months to get the documents legalized depending on where you process the authentication, please initiate the process in advance.

7. The documents will <u>NOT be returned</u> to the applicant under any circumstances once submitted according to the policy of KDI School of Public Policy and Management.

8. Accepted students will be registered for the **National Health Insurance** according to the National Health Insurance Act and the Enforcement Rules of the same Act.

# Academic Programs

| Master's Program | Master of Public Policy (MPP) | Master of Development Policy (MDP) | Master of Public Management (MPM) | Master in Intellectual Property and Development Policy (MIPD) |
|---|---|---|---|---|
| Program Type | Full-time[1] OR Part-time[2] | | | Full-time |
| Program Duration[3] | **4 academic terms** (Approx. 1.5 year)<br>· Coursework[4] terms at KDI School (Approx. 1 year)<br>· Research Project for Graduation: in home country | | | |
| Graduation Requirements[5] | **Minimum 39 credits**<br>(including research project) | | | |
| Concentrations | – Finance and Macroeconomic Policy<br>– Trade and Industrial Policy<br>– Public Finance and Social Policy<br>– Regional Development and Environment Policy | – Sustainable Development<br>– International Development | – Public Administration and Leadership<br>– Strategic Management<br>– Global Governance and Political Economy | – Intellectual Property & Innovation Policy |
| | **[Common Concentration]** Data Science for Public Policy and Management | | | |

1) Full-time students are not allowed to work during their study(stay) period.
2) **Part-time program is only applicable to foreign nationals residing and working in Korea(No student visa or financial support provided).**
3) The stay duration may differ by each scholarship.
4) Residence requirement is only for 3 terms and students are required to complete the Graduation Research Project in their home country (may vary by each scholarship's conditions)
5) Early graduation is eligible up to one term early in case overall GPA is at least 3.9 and above(out of 4.0).

| Ph.D. Program | Ph.D. in Public Policy (PP) | Ph.D. in Development Policy (DP) |
|---|---|---|
| Program Type | Full-time | |
| Required Courses | – Foundations of Public Policy<br>– Econometrics I & II<br>– Microeconomics I<br>– Game Theory in Public Policy<br>– Policy Design and Evaluation<br>– Ph.D. Colloquium | – Foundations of Public Policy<br>– Econometrics I & II<br>– Microeconomics I<br>– Game Theory in Public Policy<br>– Development Economics I & II<br>– Ph.D. Colloquium |
| Duration | At least 3 years[1] | |
| Class Schedule | Daytime (08:30 - 18:00) | |
| Graduation Requirements | – 36 Credits<br>– Qualifying Examinations (QE), Oral Examination(OE), Final Oral Dissertation Defense(FODD)<br>– Dissertation | |

1) Beyond 4th academic year, stipend support is not guaranteed; students are encouraged to seek opportunities to work in paid RA positions on campus.

# Ⅱ. Qualifications

## Academic Qualifications

Applicants for the <mark>Master's degree program</mark> must meet one of the following criteria: **( ① or ② )**

① A Bachelor's degree holder from an accredited college or university. (min. 3 years)
② Educational attainment equivalent to a Bachelor's degree (min. 3 years) approved by law.

※ Applicants must hold a Master's degree if their Bachelor's degree program duration was less than 3 years.
※ "Certificate of Expected Graduation" can be submitted instead of degree diploma during application process, if one is expected to earn a Bachelor's degree from Korean or Japanese universities by February, 2024. All other applicants must have fully graduated and hold an official graduation certificate as of August 31, 2023 before applying to the school.

Applicants for the <mark>Ph.D. degree program</mark> must meet one of the following criteria: **( ① or ② )**

① Both Bachelor's (min. 3 years) and Master's degree holder from an accredited college or university.
② Educational attainment equivalent to both Bachelor's (min. 3 years) and Master's degree approved by law.

※ "Certificate of Expected Graduation" can be submitted instead of degree diploma during application process, if one is expected to earn a Master's degree from Korean or Japanese universities by February, 2024. All other applicants must have fully graduated and hold an official graduation certificate as of August 31, 2023 before applying to the school.

## Scholarship Eligibility

1. Applicants who already benefited from any Korean government scholarship(including KDI School) on a Master's or Doctoral level are NOT eligible to receive another scholarship for an equivalent degree at KDI School. In this case, the accepted students must bear full tuition fee and living expenses on their own if they want to register.

2. International Applicants must meet <u>one</u> of the following terms:  **1)** or **2)**
   - *Those with dual citizenship(nationality) with Korean national are not eligible.*

1) A foreign national whose parents are both foreign nationals.

2) A foreign national of Korean descent must meet one of the following terms: **( ① or ② )**

① *Your parents must be foreign nationals and submit* (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.

② *Must complete at least 16 years of education* (elementary, middle, high school, and university) in a foreign country and submit (1) certified copies of academic transcripts and (2) graduation certificates of your entire 16 years of education.

# Ⅲ. Scholarships

## Scholarship for Master's/Ph.D. Programs

| Scholarship | | Eligibility & Benefits |
|---|---|---|
| KDIS Internal Scholarship | Scholarship Overview | All applicants who meet the Academic Degree Qualification<br>▶ Select *'KDIS Scholarship'* when creating an online application<br><br>· Accepted students will be given Global Ambassador Scholarship(GAS) OR Seoul G20 Global Leaders Scholarship.<br>　※ Seoul G20 Scholarship is provided to a limited number of students only and GAS may be offered instead even if the applicant meets the qualifications.<br>– The scholarship will be decided by the Admissions Committee according to applicants' strengths and capabilities and will be announced in the final result.<br>– For scholarship benefits, please refer to the Admissions website(Click). |
| | *Global Ambassador Scholarship for* ▣ *Master's* ▣ *Ph.D.* | · Master's ： The scholarship benefits are primarily intended for the nationals from the ODA recipient nations on the OECD DAC List and they will most likely receive full scholarship benefits if accepted.<br>(Check DAC list: Click)<br>　※ Applicants from non-ODA recipients countries may be conferred a partial, rather than a full scholarship.<br>· Ph.D. ： All accepted students will receive full scholarship benefits regardless of their nationality. |
| | *Seoul G20 Global Leaders Scholarship for* ▣ *Master's* | · Applicants who meet the Academic Qualification and one of the following requirements may be considered for Seoul G20 Scholarship. If you are eligible and wish to receive the scholarship, please submit the employment verification(certificate) or relevant documents.<br>　※ Refer to no. 9 Employment Verification in the IV. Application Documents.<br>[Seoul G20 Scholarship Qualification]<br>*[From G20 Countries]*<br>▶　At least one(1) year of work experience(internship, fellowship, employment, etc.) in the public sector<br>*[From Non-G20 Countries]*<br>▶　At least six(6) years of work experience in the public sector<br>*[Graduates in Korea Studies Program]*<br>▶　Graduates who majored in Korea Studies in their Bachelor's(or Master's) studies |
| Other External Scholarships | Scholarship Overview | · Applicants nominated/recommended by KDI School's partner institutions must select **"KDIS Scholarship"** when creating an online application; scholarship will be decided by both the institution and KDIS Admissions Committee, and will be announced in the final result.<br>*Refer to the Special Scholarship Brochure for more information.(Click)<br>· Prospective Hyundai Motor Chung Mong-Koo Foundation Scholarship students may be invited for an additional Interview after School's final result announcement. |

*The scholarship may be subject to change based on decisions from the sponsoring institutes.*

# Ⅳ. Application Documents to Upload/Submit

| No | Required | Application Documents |
|---|---|---|
| 1 | Required | **Online Application & Online Statement of Purpose(SOP)**<br><br>· Create the Online Application & SOP through KDI School's application portal. (https://gradnet.kr/kdis/main)<br>· Applicants can apply for **one program only.**<br>· Applicant's basic information(name, DOB etc) must match with the ones on their **passport**. Any information written on the application form should be identical with the ones on submitted documents.<br>· <u>**Must include all academic history and records,**</u> except for primary/secondary education.<br> - Please make sure to state correct information such as CGPA(Grade, Score), grading scale(maximum score) and admission&graduation date.<br>※ Applicants are **NOT** allowed to submit their SOP(including study plan) drafted by the AI based software such as ChatGPT. |
| 2 | Required | **Applicant's Photo**<br><br>· **Head shots in the Passport size only (35x45 mm)**<br>· File format: JPG only / Size limit: less than 3MB<br>※ Selfie or full length/group photos are **NOT** allowed.<br><br>CORRECT      WRONG |
| 3 | Required | **A Copy of Passport**<br><br>· **A passport which is valid at least until December 2024** (August 2025 for IBK scholarship, and preferably December 2027 for Ph.D. applicants).<br> – A copy of passport page with the holder's personal information<br> – If you have more than one passport, please submit the one which will be used for visa application.<br>※ The period of stay will be granted only within passport validity period. Please refer to the notice from the Ministry of Justice & Korea Immigration Service. (https://bit.ly/3CCngMF, https://bit.ly/3lSzxP3)<br>※ *If you are a resident in Korea, submit a copy of your Residence Card(ARC) as well.* |
| 4 | Required | **Online Survey**<br><br>· Online Survey is available on the last step in the application portal and must be done before you complete/submit the application. |
| 5 | Required | **TWO(2) Online Recommendation Letters**<br><br>· **Applicants must send requests for the 'Online' Recommendation Letters to the Two(2) recommenders by using the application system portal.**<br> – An email request will be sent to the recommenders when you fill out their information and press the "Recommendation Letter Request" button.<br>· Recommendation letters must include information about applicant's performance in either academic or professional settings. |

| | | |
|---|---|---|
| | | ※ Recommendation letters uploaded by an applicant are <u>NOT</u> acceptable.<br>※ If your recommenders do not submit the letters in time, your application will be excluded from the admission process. |

### English Proficiency Test Score Report

· English Proficiency Tests accepted by KDI School are:
  – TOEFL iBT(including Home Edition)/PBT/ITP, IELTS(including Online), PTE Academic, Cambridge English Exams
  – TOEIC, TOEIC-S, OPIc
  – TEPS, NEW TEPS, TEPS-S, I-TEPS
* *Certificate(s) must be <u>ORIGINAL</u> document* (certified certificates are NOT acceptable)
* **The tests must have been taken within 2 years of the application deadline.**
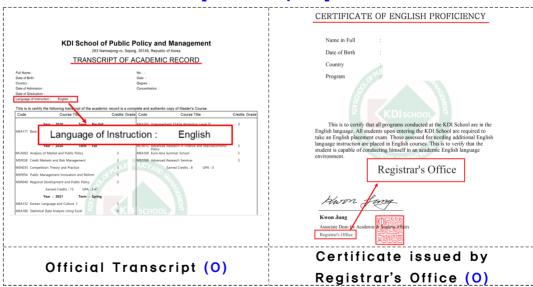
**[Waiver Condition]**

– The English Proficiency Test Report can be exempted if applicants have completed their Bachelor's/Master's degree entirely instructed in English. **However, it is important that the Medium of Instruction (MOI) is explicitly stated in the official transcript of their Bachelor's/Master's degree (that is, the official transcript should clearly state that all courses taught at the school were conducted in English). Alternatively, the MOI certificate must be officially issued, signed by the University's Registrar, and include the school's official stamp on the letterhead format.** Any other (MOI) documents will not be accepted and will result in automatic disqualification.

<u>For all other applicants, it is necessary to prepare a valid Official English Proficiency Test Score Report from one of the above-mentioned tests.</u>

※ The English Proficiency Test Report will be automatically exempted if applicants have graduated from universities (Bachelor's degree or higher) in the following countries: **UK, Ireland, United States of America, Canada (excluding Quebec), New Zealand, and Australia.**

**[MOI Samples]**



**Official Transcript (O)**

**Certificate issued by Registrar's Office (O)**

Row 6: Required(*)

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### Official Diploma or Graduation Certificate

| 7 | Required(*) | Master Applicants | · **Official Bachelor's(min. 3 years) degree certificates from undergraduate institutions**<br>- <u>Applicants who already hold Master's or Ph.D. degree</u> must submit certificates from both undergraduate and graduate institutions. |
|---|---|---|---|
| | | Ph.D. Applicants | · **Official Bachelor's(min. 3 years) and Master's degree certificates from both undergraduate and graduate institutions** (Ph.D. degree as well, if applicable) |

| | | |
|---|---|---|
| | | ※ The certificate(including translation for non-English document) must be **1) Apostilled** Or **2) Consular-certified by Korean Embassy** - Please refer to V. Legalization section.<br>※ Any unofficial, provisional(temporary) graduation certificates are NOT acceptable.<br>※ The certificate must indicate 'Bachelor/Master's/Ph.D. Degree' or 'Equivalent to a Bachelor/Master's/Ph.D. Degree and a date of graduation. |

**Official Transcripts**

| Master Applicants | · **Official Bachelor's degree transcripts from undergraduate institutions**<br>- Applicants who already hold Master's or Ph.D. degree must submit transcripts from both undergraduate and graduate institutions. |
|---|---|
| Ph.D. Applicants | · **Official Bachelor's and Master's degree transcripts from both undergraduate and graduate institutions** (Ph.D. degree as well, if applicable) |

- Must submit an official transcript **indicating the final(overall) CGPA/Grade/Score.**
  ※ If your transcript does not have a CGPA/Grading system information or does not meet the grading scale, please refer to Grading System section and prepare a supporting document.
- Must provide **a full record of the courses** you have taken throughout the years of studying. (Examination results are **NOT** acceptable)
※ The transcripts(including translation for non-English document) must be **1) Apostilled** Or **2) Consular-certified by Korean Embassy** - Please refer to V. Legalization section.
※ Applicants who transferred to another university must submit the academic records of the previous university as a supplementary document. Applicants must state both academic records in their application separately.

**[Mandatory] Grading System**

8 | Required(*)

· If your transcript does not specify the CGPA information and its scale(maximum score) or, does not meet one of the scales below, please submit supporting documents which describe the grading system certified by the university.
 – If applicants convert their grades(CGPA) through a converting tool such as scholaro.com, wes.org, etc., the converted one must be officially certified by the university from which they graduated(additional Apostille/Consular legalization is not required for this document).
· **Failure to submit the grading system along with official transcripts is considered as 'incomplete submission' and will automatically be disqualified from the admission process.**

**[Grading Scale(Maximum Score)]**

| GPA Scale | 100% Scale | US Grade | 10 Point Scale | 20 Point Scale | Degree Class |
|---|---|---|---|---|---|
| **4.0** or<br>**4.3** or<br>**4.5** or<br>**5.0** | Percentage (%) | A | 1~10 | 1~20 | First Class/Division |
| | | B | | | Second Class/Division |
| | | C | | | Third Class/Division |
| | | ... | | | ... |

 ※ *KDI School accepts the following documents as an official grading system:*
1) A grading system in the official transcripts
2) An official letter issued by Registrar office explaining the grading system of the university - must bear the stamp/seal and signature of the issuing university
3) A PDF file with the link of the university's grading system uploaded on the university's homepage

9 | Required(*) for those who have professional experience only

**Employment Verification/Certificate**

· Must specify the employment **period and position/job title** clearly.
 – The verification should indicate the **organization's category** (e.g. Government/Public Institution, Private Company, NGO, IGO, etc.)

· Must be written and signed by the HR officer or supervisor of the applicant with an official seal/stamp.
※ *(Current) Employment Verification MUST be 1) issued within <u>three(3) months</u> from the application deadline 2) original or apostilled/consular legalized document and 3) bear stamp/seal and signature of the issuing institution.*
※ Additional official nomination letter(with study leave granted) from (deputy)head of the institution is highly recommended for those working in the government and public sector.
※ Any professional/career experience without a proper employment certificate will NOT be considered.
※ Do **NOT** upload an Appointment letter/Employment contracts/Pay slips.
※ The form can be downloaded from 'Admission Documents' from the Admissions website(Click). However, it is <u>not</u> necessary to use the KDI School's form.

**[For Seoul G20 Global Leaders Scholarship]**
· **Please double check your eligibility and prepare the supporting document if you wish to receive Seoul G20 Scholarship** (refer to **III. Scholarship**).
· Applicants who majored in Korea studies do not need to submit employment verification, but submit related degree documents.

| | | |
|---|---|---|
| 10 | **Required(*) for Ph.D. Applicants** | **Dissertation Research Proposal** |
| | | · Dissertation Research Proposal should clearly reflect an applicant's research interest.<br>· It is mandatory to use an official form for your proposal and draft it according to the suggested requirements stated in the form.<br>The Research Proposal form can be downloaded from KDI School's Website: (Click)<br>※ Must upload PDF file directly converted from Word program (scanned file NOT accepted)<br>※ Accepted students are required to submit a <u>signed</u> proposal along with the other necessary documents by post. |
| 11 | Optional for Ph.D. applicants | **Writing Sample in English**(Thesis, Journal Articles, Publications etc) |
| | | · Writing Sample must be written in English and it should present the applicant's research capabilities. |
| 12 | | **GRE Score Report** |
| | | · The tests must have been taken <u>within 5 years</u> of the application deadline. |
| 13 | Optional | **Video Essay** |
| | | · Create a YouTube video and insert a link when you fill out your online application.<br>· Please refer to "VI. Video Essay" for more information. |
| 14 | If applicable | **(For Foreign nationals of <u>Korean descent only</u>)** |
| | | · Applicant's birth certificate and both parents' passports<br>· OR Graduation certificates with academic transcripts of applicant's entire 16 years of education from foreign countries |

※ **For accepted students,** required documents(Original documents in hard copies) with **(*)** mark must arrive at the Admissions Office **via post no later than December 15, 2023. Late submissions will result in automatic withdrawal of admission offer.**
※ **Applicants from Pakistan are required to prepare an IELTS Score** as it is one of the requirements for a student visa application at the Korean Embassy in Pakistan. In addition, as other embassies may have different, unique visa requirements, and applicants are strongly recommended to check with the respective embassies for the latest visa requirements.

# Ⅴ. Apostille/Consular Legalization

**The Apostille legalization** is used when public documents are being transferred between countries that are a party to the **Hague Apostille Convention(1961)**. Documents issued in signatory country should be legalized with Apostille **to ensure the validity in the foreign countries.**

**Please check the updated signatory country list from the link below and proceed to ① or ② or ③ or ④ depending on where you earned your degree from.**

Click ☞ https://www.hcch.net/en/instruments/conventions/status-table/?cid=41

① **Academic documents issued in a Apostille signatory country**
- Submit Required Documents **with Apostille legalization**(including translation for non-English document)**.**
- Please obtain an exemplification(등본인증) from the apostille issuing government authority on a notarized copy. Do NOT get the stamp/seal on the true original certificate.

② **Academic documents issued in a Non-signatory country**
- Submit Required Documents that are **consular-verified by the Korean Embassy**(including translation for non-English document)**.**
- If there is no Korean Embassy in the country where your university is located, please search for the Korean embassy in charge.
- Please obtain an exemplification(등본인증) from the Korean embassy on a notarized copy. Do NOT get the stamp/seal on the true original certificate.
※ The requirements for Consular legalization vary by Embassy. Please contact the Embassy for further information.

③ **Academic documents issued by Universities in the Republic of Korea**
- Documents issued by the Korean institutions does not need to be Apostilled or authenticated by the Korean Embassy.
- Please submit the official documents with a valid verification code issued by the university.
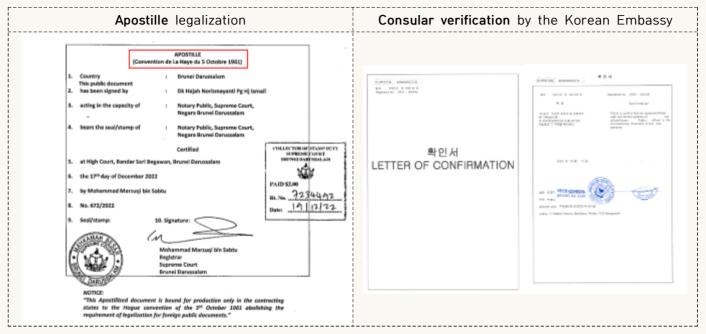
④ **Academic documents issued in China**
- Submit Required Documents that are **consular-verified by the Korean Embassy**(including translation for non-English document)**.**
- The documents must be originally issued by the China Academic Degree & Graduate Education Development Center(CDGDC) or China Higher Education Student Information and Career Center(CHESICC/CHSI).

※ **It is the Applicant's responsibility to submit the corresponding documents in time since there will be no visa support for the accepted applicants who submit their documents without proper legalization.**
※ **It is MANDATORY to process Apostille or Consular Legalization. No exceptions will be made to this requirement.** Documents authenticated solely by public notary, commissioner for oaths or advocate attorneys, or universities/working institutions are **NOT** acceptable.
※ Photocopies are **NOT** accepted in any case.
※ True original diplomas will not be accepted. Should you submit such a document, they will be disposed of and will not be returned under any circumstances.
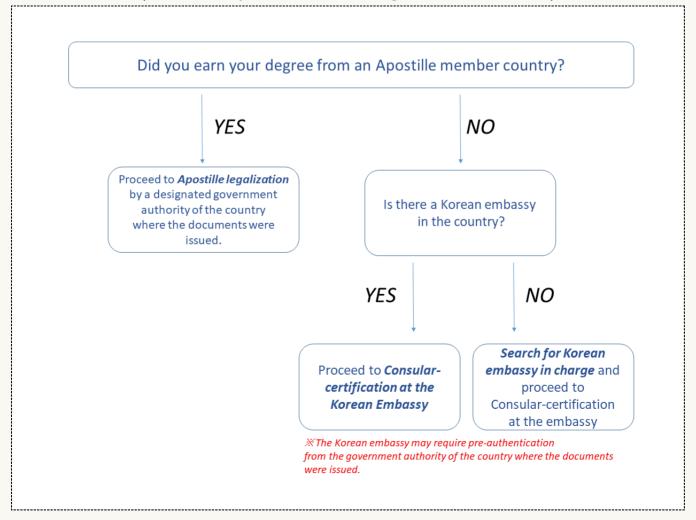
# 💡 Tips on how to legalize your documents

## ⟨ Legalization Samples ⟩

| Apostille legalization | Consular verification by the Korean Embassy |
|---|---|
|  |  |

## ⟨ Preliminary Check on the Legalization Process ⟩

Did you earn your degree from an Apostille member country?

**YES** → Proceed to **Apostille legalization** by a designated government authority of the country where the documents were issued.

**NO** → Is there a Korean embassy in the country?

    **YES** → Proceed to **Consular-certification at the Korean Embassy**

    **NO** → **Search for Korean embassy in charge** and proceed to Consular-certification at the embassy

※ *The Korean embassy may require pre-authentication from the government authority of the country where the documents were issued.*

### 〈 Legalization Cases 〉

CASE 1 ▶ If you are a Uzbekistan national, and received your Bachelor's degree in Uzbekistan, your academic documents must be "Apostilled" by your government's designated authority.

CASE 2 ▶ If you are a Thai national, but you received your Bachelor's degree from India, your academic documents must be "Apostilled" by the designated Indian government authority.

CASE 3 ▶ If you are a Cambodian national, and received your Bachelor's degree in Cambodia, your academic documents must be "Consular-certified" at the Korean embassy in Cambodia.

CASE 4 ▶ If you are a Gambian national, and received your Bachelor's degree in Gambia, your academic documents must be "Consular-certified" at the Korean embassy in Senegal since there's no Korean embassy in Gambia.

CASE 5 ▶ If you are a Liberian national, but you received your Bachelor's degree from Sierra Leone, your academic documents must be "Consular-certified" at the Korean embassy in Nigeria since there's no Korean embassy in Sierra Leone.

# Ⅵ. Video Essay (Optional)

. If you decide to submit a video essay, please prepare a short video by answering the following question: **"What do you do? And how do you think KDI School's 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 have an access to it.

. The applicant is also responsible for adhering to the terms and conditions of the website he/she 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 3 minute long.**



**[KDI School] 2024 Spring Admission - Application # & Full Name**

# Ⅶ. Contact Information

**Inquiry** : internationaladmissions@kdis.ac.kr for KDI School's internal scholarships (GAS, Seoul G20)

internationaladmissions2@kdis.ac.kr for other external scholarships, and Ph.D.

**Mailing Address (Document Submission for Accepted Students)**

**Admissions office,** KDI School of Public Policy and Management

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

※ Please specify the '**Admissions Office**' so that the documents can be delivered properly.

**Website**

▷ KDIS Website : www.kdischool.ac.kr     ▷ Admissions Website: https://kdischool.ac.kr/admissions/

**Office Working Hours** : 09:00~12:00

13:00~18:00 (Monday~Friday, KST)