

# Korea Forestry Promotion Institute (Kofpi)

## Scholarship Program

### 1. Program Objective

The objective of the program is to provide international students with the opportunity to conduct advanced studies at the graduate course of university in Korea in order to cultivate forestry experts and promote mutual friendship between countries.

### 2. Main schedule

(1) Application period : 5 February ~ 28 February 2018 (24days)

\* Deadline : 6pm Korean time 28 February 2018

(2) Selection of candidate : Middle of March 2018

(3) Admission procedure : April ~ May 2018

\* Admission periods for universities may differ

(4) Starting semester : September 2018

### 3. Qualifications

Prospective applicant must meet the following qualification criteria :

(1) Want to study forestry field at the graduate courses (Master or Ph.D course) of relevant universities in Korea.

(2) Applicant should be a citizen of the country described on the application form.

(3) Have an adequate health, both physically and mentally.

(4) Have finished or be scheduled to finish undergraduate course as of 28. February 2018.

(5) Not receives another scholarship from any Korean institute simultaneously.

\* Applicants who are good at Korean or English are welcomed.

#### 4. Procedure

- (1) Kofpi puts a notice regarding the scholarship program on the Web site (<http://www.kofpi.or.kr/eng/main.do>)
- (2) If an applicant is interested in this program, he/she could get recommendation letter from the professor at university he/she graduated from.  
(If an applicant is a forest government employee, he/she could get recommendation letter from the head of forest related government agency, instead of the professor)
- (3) Application documents could be delivered to Kofpi through e-mail or by mail.
- (4) Final candidates are going to be selected and contacted by Kofpi.
  - \* Evaluation criteria : Study Plan(40%), Work experience(30%), Self-introduction Essay(20%), Language Proficiency(10%)
- (5) The selected candidates should go through all process needed to get the entrance admission into the graduate course in cooperation with the expectant professor in Korea.
- (6) When the entrance admission is confirmed, Kofpi supports him/her financially to come into Korea and to register for the course.

#### 5. Scholarship Payment

- (1) Scholarship Period : 2 years (4 semesters) for the master course and 3 years (6 semesters) for the Ph.D courses
  - \* The leave of absence is accepted in the case of collecting data for writing thesis, etc., but students should notify the leave of absence to Kofpi in advance.
- (2) Scholarship Benefits
  - ① Airplane ticket or airfare : The grantees will receive an airplane ticket or be paid an economy class airfare when they come to Korea, and when the grantees leave Korea after the completion of their study.
    - \* The fees for the domestic flights both in the grantee's country and in the S. Korea are not compensated.
    - \* Airfare for entry into Korea will not be provided to a grantee who has already arrived and has been staying in S. Korea as of the confirmation date of selection of scholarship students.
  - ② Monthly Allowance
    - The master course : 1,000,000 KRW per month
    - The Ph.D course : 1,100,000 KRW per month
  - ③ Settlement Allowance : 400,000 KRW upon first arrival

- ④ Tuitions (an entrance and a registration fee) is paid directly to relevant University by Kofpi.
- ⑤ Korean Language Training Expenses : Period within 6 month only, Kofpi pays directly to the entrusted language training institution which is operated by the university.
- ⑥ Expenses for textbooks and references : Within 200,000 KRW each semester
- ⑦ Expenses for graduation qualifying examination and thesis reviewing : within 500,000 KRW
- ⑧ Expenses for graduation thesis printing : within 1,000,000 KRW
- ⑨ Any grantee who gives up one' s study during the scholarship period will not receive airfare and allowance for repatriation except for the cases approved by Kofpi such as severance of diplomatic relations, war or other natural disasters.
- \* Any grantee who quits the program in 3 months after one' s entrance into Korea, should refund all scholarship fees (The airfare of arriving Korea, settlement allowance, monthly allowance, Korean language training expenses, etc.).

## 6. Cancellation or temporary suspension of Scholarship

- (1) If a grantee is found engaged in any of the following activities during one' s stay in Korea, his/her scholarship will be suspended and then will be disqualified from a grantee position.
  - ① When any documents of the scholarship application has been found false.
  - ② When the grantee is punished by university or involved in any form of political activity.
  - ③ When the grantee has violated the written pledge which he/she has given to Kofpi.
  - ④ When the grantee has been cautioned more than 2 times due to an unexcused absence or the temporary departure without permission or notification.
  - ⑤ When the grantee has not submitted a request for re-enrollment to university and not notified Kofpi of re-enrollment without any proper reasons within one month after the period of 'temporary absence from school' has ended.
  - ⑥ When the grantee has given up one' s studies.
- (2) After the grantee begins the study at graduate course, the grantee should obtain a proper approval from the supervising professor where he/she studies in order to exit Korea for more than 30 days. Neglecting this rule will cause their monthly allowance to be cut for the period of absence exceeding 30 days.
- (3) When the grantee returns to his/her country of origin or to another country for the purpose of joining an exchange program similarly, operated by agreement on credit exchanges between the university and foreign universities qualification of scholar will be preserved, but Monthly allowance will not be provided

## 7. Required Documents

(1) The documents should be submitted to Kofpi no later than **6pm of Korean time on 28 February 2018.**

① E-mail address : siu88@kofpi.or.kr

② Postal address :

International Cooperation Division, Korea Forestry Promotion Institute  
2F, 58 Hwagok-ro 66 gil, Gangseo-gu, Seoul, Republic of Korea  
Tel) +82-2-6393-2778 / +82-2-6393-2776

(2) Required Documents

- ① A completed application form <on the prescribed form 1>
- ② A self-introduction essay <on the prescribed form 2>
- ③ A study plan <on the prescribed form 3>
- ④ A copy of certificates of graduation, degree, and transcript for the latest course
- ⑤ A copy of certificate of nationality or a copy of passport
- ⑥ A recommendation letter from the applicant's professor in his/her university and/or the head of forest related government agency(If an applicant is a forest government employee, he/she should get recommendation letter from the head of forest related government agency.) <on the prescribed form 4>
- ⑦ A Pledge <on the prescribed form 5>
- ⑧ A personal medical assessment <on a prescribed form 6>
- ⑨ A Certificate of Health authorized by a Ph.D
- ⑩ One copy of a certificate of English or Korean proficiency <if applicable>
- ⑪ A recommendation letter from a professor who would look after him/her in Korea. <on the prescribed form 7, if applicable>

(3) Note

- ① All required documents should be expressed by English or Korean. Certificates, credentials, etc. issued in languages other than English or Korean must include official translation(English ver.) verified by a notary.
- ② Submitted documents will not be returned to the applicant.
- ③ Incomplete or incorrect documents are subject to rejection by Kofpi.

## 8. Important things

(1) Entry into Korea

- ① The grantee must arrive in Korea by August 25, 2018.
- ② If the grantee does not enter to Korea by the date stated above without any

special reason, the scholarship award may be canceled.

(2) Preparation for Entry

- ① Prior to arrival, the grantee should acquire some knowledge about the Korean climate, customs, culture and etc.
- ② The grantee will begin to receive their monthly allowance from the beginning of education course.
- ③ The grantee is required to get a Visa before arriving in Korea.
- ④ The grantee is strongly asked not to bring one's family to Korea in principle. However, if the grantee who is already married wants to bring his/her family, then the one can bring only his/her spouse and children. If the grantee wishes to be accompanied by one's family, the living expenses will not be provided for family dependents and the grantee should make a proper preparations.