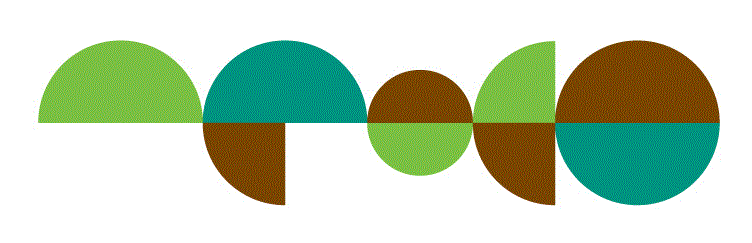
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| **2020 Landmark Scholarship Program** |
| Guidelines |

CONTENTS

**1. OBJECTIVE 2**

**2. ADMISSION QUOTA FOR 20202**

**3. ELIGIBLE UNIVERSITIES AND FIELDS OF STUDY IN 20202**

**4. APPLICATION REQUIREMENTS 3**

4.1 General Requirements 3

4.2 Academic Requirements 3

4.3 Priority Scholarship Consideration 4

**5. SCHOLARSHIP INFORMATION 4**

5.1 Scholarship Period 4

5.2 Total Annual Scholarship Support 4

5.3 Other Information 5

**6. REQUIRED DOCUMENTS 5**

**7. SELECTION PROCEDURE AND APPLICATION SCHEDULE 6**

**8. FOR MORE INFORMATION 7**

**9. OTHER USEFUL WEBSITES 7**

**(Annex-1) Information of Eligible Universities 8**

(Annex-1a) Chungbuk National University 8

(Annex-1b) Chungnam National University 9

(Annex-1c) Dongguk University 11

(Annex-1d) Kangwon National University 13

(Annex-1e) Kongju National University 15

(Annex-1f) Kookmin University 16

(Annex-1g) Seoul National University 17

(Annex-1h) University of Seoul 19

(Annex-1i) Yeungnam University 20

**(Annex-2) Letter of Recommendation 22**

**(Annex-3) Application Evaluation 24**

Attachment #1 (Personal Data) 25

Attachment #2 (Personal Statement) 27

Attachment #3 (Study & Career Plan) 28

Attachment #4 (Pledge) 29

Attachment #5 (Personal Medical Assessment) 30

Attachment #6 (GPA Conversion Table)31

**(Annex-4) Rules and Regulations 32**

**ANNEXES, FORMS & REPORT TEMPLATES 38**

***2020 Landmark Scholarship Program Guidelines***

1. **OBJECTIVE**

The Landmark Scholarship Program (hereinafter referred to as the **Scholarship Program**) is designed to provide higher education in the field of forestry in the Republic of Korea (ROK) for ten (10) ASEAN Member Countries participating in the Landmark Scholarship Program: Brunei Darussalam, Cambodia, Lao PDR, Indonesia, Malaysia, Myanmar, Philippines, Singapore, Thailand and Viet Nam, with the aim of promoting capacity building in the forestry sector.

1. **ADMISSION QUOTA FOR 2020**

The Secretariat will offer the 2020 Landmark Scholarship to three (3) Recipients – one (1) Doctoral degree Recipient (PhD) and two (2) Master’s degree Recipients (MSc). The Scholarship Recipients will commence their studies from March 2020.

1. **ELIGIBLE UNIVERSITIES AND FIELDS OF STUDY IN 2020**

* For the 2020 intake, Applicants can choose two (2) desired universities and supervising professors from the list of nine (9) universities (Table1). Considering the Applicant’s desired major or area of specialization, the Secretariat may offer the Applicant a place in any of the nine (9) universities who have signed a Memorandum of Understanding (MOU) with the Secretariat in the previous years.
* Applicants should consider the prospective departments and majors available in Annex-1 or via the official university webpage.

**Table 1. List of degrees offered and eligible universities**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **UNIVERSITY** | | **DEGREE OFFERED** | **SCHOOL/**  **COLLEGE** | **DEPARTMENT** | **MAJORS, FACULTY MEMBERS** |
| **1)** | **Chungbuk National University** | Ph.D, M.Sc | College of Agriculture, Life and Environment Sciences | Environment and Forest Resources | *Refer to Annex-1a* |
| **2)** | **Chungnam National University** | Ph.D, M.Sc | College of Agriculture and Life Sciences | Environment and Forest Resources | *Refer to Annex-1b* |
| **3)** | **Dongguk University** | Ph.D,  M.Sc | College of Life Science and Biotechnology | Biological and Environmental Science | *Refer to Annex-1c* |
| **4)** | **Kangwon National University** | Ph.D, M.Sc | Natural Science | Forest Management,  Forestry and Environmental Systems, and Landscape Architecture Design | *Refer to Annex-1d* |
| **5)** | **Kongju National University** | Ph.D, M.Sc | Natural Sciences | Forest Resources | *Refer to Annex-1e* |
| **6)** | **Kookmin University** | Ph.D, M.Sc | College of Forest Science | Forest Resources | *Refer to Annex-1f* |
| **7)** | **Seoul National University** | Ph.D,  M.Sc | College of Agriculture and Life Sciences | Forest Environmental Science | *Refer to Annex-1g* |
| **8)** | **University of Seoul** | Ph.D, M.Sc | College of Natural Science | Environmental Horticulture | *Refer to Annex-1h* |
| **9)** | **Yeungnam University** | Ph.D, M.Sc | Park Chung Hee School of Policy and Saemaul | Sustainable Development | *Refer to Annex-1i* |

1. **APPLICATION REQUIREMENTS**

**4.1 General Requirements**

* Applicants must be citizens of any of the ten (10) ASEAN Member Countries participating in the Landmark Scholarship Program: Brunei Darussalam, Cambodia, Lao PDR, Indonesia, Malaysia, Myanmar, Philippines, Singapore, Thailand and Viet Nam.
* Applicants should be in good health, both mentally and physically, to stay in the ROK for an extended period of time. Handicapped or disabled Applicants who satisfy the requirements are eligible for the Scholarship Program.

*\* Applicants must submit the Personal Medical Assessment (Attachment #5). A serious illness (for example: HIV, drug-related diseases, etc.) can result in a disqualification from scholarship consideration.*

**4.2 Academic Requirements**

* Master’s degree Applicants must hold a Bachelor’s degree or a degree that is equivalent to or higher than a Bachelor’s degree as of 1 July 2019.
* Doctoral degree Applicants must hold a Master’s degree or a degree that is equivalent to or higher than a Master’s degree as of 1 July 2019.
* Minimum Grade Point Average (G.P.A.) of the Bachelor’s/Master’s degree that an Applicant must have achieved in order to apply for the Master’s/Doctoral degree program is 80 of the 100 points scales. (Refer to G.P.A. conversion table in Attachment #6).
* Common language proficiency admission requirements of the nine (9) universities – Applicants holding the language certificates of Korean or English must meet the following criteria:

**Table 2. Language proficiency requirements**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **UNIVERSITY** | **KOREAN** | **ENGLISH** | | | |
| **TOPIK** | **TOEFL** | **TEPS/(new)** | **IELTS** | **TOEIC** |
| Chungbuk National University | Language *proficiency test scores are not required for admission.* | | | | |
| Chungnam National University | Level 4 | PBT 530  CBT 197  iBT 71 | 600 | 5.5 | 700 |
| Dongguk University | Level 3 | PBT 530  CBT 197  iBT 71 | 600 | 5.5 |  |
| Kangwon National University | Level 3 | PBT 530  CBT 197  iBT 71 | 600 | 5.5 | 700 |
| Kongju National University | Level 4 | PBT 530  CBT 197  iBT 71 | 600 | 5.5 | 700 |
| Kookmin University | Language *proficiency test scores are not required for admission.* | | | | |
| Seoul National University | Level 3 | iBT 80 | 551/298 | 6.0 | - |
| University of Seoul | Level 3 | PBT 530  CBT 197  iBT 71 | 900/327 | 5.5 | - |
| Yeungnam University | *High level of proficiency in English Language.* | | | | |

**4.3 Priority Scholarship Consideration**

* Applicants with the following qualifications/traits may receive priority consideration for the Scholarship Program:
  1. Experienced applicants who are well-equipped with forestry knowledge of his/her country
  2. Active governmental official staff in the forestry sector
  3. Previous major is in a field of forestry
  4. Submit a study plan with a well-organized research plan
  5. English or Korean proficiency
  6. Higher Grade Point Average (G.P.A.); and
  7. Supplementary materials (published academic papers, awards etc.)

1. **SCHOLARSHIP INFORMATION**

**5.1 Scholarship Period**

* Master’s degree: Four (4) Semesters (2 years), starting from March 2020.
* Doctoral degree: Six (6) Semesters (3 years), starting from March 2020.
* The provision of scholarship benefits and allowances listed in Table 3 is only applicable during the aforementioned scholarship periods.

**5.2 Total Annual Scholarship Support: Max. 22,150 USD (MSc) and 22,500 USD (PhD)**

* The maximum amount of financial support for scholarship period is USD44,300 (USD22,150/year for 2 years) for MSc Recipients and USD67,500 (22,500/year for 3 years) for PhD Recipient (for details, refer to Article 5 in Annex 4).
* The list of benefits and allowances provided to each Recipient is as follows:

**Table 3. List of benefits and allowances provided**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **BENEFIT/ALLOWANCE** | | **Max. AMOUNT/Unit**  **(in USD)** | **UNIT** | **Max.**  **Total Amount**  **(in USD)** | **Remark** |
| Living & Settlement Allowance | Airfare and Transportation for AFoCO Meeting | 1,000 | one-way | 2,000 | actual expense for roundtrip |
| Settlement Allowance | 400 | once | 400 | fixed amount |
| Monthly Allowance\* | 900 | month | 21,600 for MSc  32,400 for PhD | fixed amount |
| Medical Insurance\* | 200 | semester | 800 for MSc  1,200 for PhD | actual expense |
| Study Allowance | Tuition and Textbook Fee | 3,500 | semester | 14,000 for MSc  21,000 for PhD | actual expense |
| Academic Conference Allowance | 1,000 (MSc)  2,000 (PhD) | year | 2,000 for MSc  6,000 for PhD | actual expense |
| Language Training Fee | 500 | semester | 2,000 for MSc  3,000 for PhD | actual expense |
| Graduation Examination Fee and Dissertation Printing | 1,000 | once | 1000 | actual expense |
| Journal Publication | 500 | once | 500 | actual expense |

*\* For the 4th year of the PhD Recipients, only support \* marked items*

**5.3 Other Information**

For any other information, the Recipient is expected to refer to the Landmark Scholarship Program Rules and Regulations (Annex-4).

1. **REQUIRED DOCUMENTS**

* Applicants shall submit the application documents listed in Table 4.
* The recommendation letter by Focal Officials for AFoCO Related Matters (Annex-2) must be sent to the Secretariat directly via e-mail.
* Documents must be written in English or accompanied by a complete English translation authenticated by the issuing institution or notarized by a notary’s office.

**Table 4. List of application documents required for the Scholarship Program**

|  |  |  |
| --- | --- | --- |
| **DOCUMENTS** | **MSc** | **PhD** |
| 1. Personal Data (Attachment #1) | ▲ | ▲ |
| 1. Personal Statement (Attachment #2) | ▲ | ▲ |
| 1. Study & Career Plan (Attachment #3) | ▲ | ▲ |
| 1. Pledge (Attachment #4) | ▲ | ▲ |
| 1. Personal Medical Assessment (Attachment #5) | ▲ | ▲ |
| 1. Copy of passport (possible to submit after selection) | ▲ | ▲ |
| 1. Certificate of English test score (original copy of any TOEFL, TOEIC, IELTS, TEPS)   *\* You may also submit any international/domestic English score certificate* | ▲ | ▲ |
| 1. Certificate of Korean test score (TOPIK) | *where applicable* | |
| 1. Published papers | *where applicable* | |
| 1. Awards | *where applicable* | |

▲ *The submission of these documents are compulsory.*

1. **SELECTION PROCEDURE AND APPLICATION SCHEDULE**

* The selection procedures for the Scholarship Program shall follow the schedule listed below (Table 5).
* Each Focal Official for AFoCO Related Matters shall recommend One (1) candidate and inform the Secretariat with the Recommendation Letter (Annex-2) directly via e-mail.
* Candidates shall submit the application documents (Table 4) to the Secretariat.
* The Secretariat will establish an evaluation committee for the Scholarship Program, consisting of less than seven (7) members, subject to change, who are professionals in the field of forestry.
* A total of three (3) Candidates – one (1) Doctoral degree Candidate and two (2) Master’s degree Candidates will be selected by the evaluation committee according to the selection criteria (Annex-3). Candidates will be evaluated based on their application documents as well as their performance during the telephone interview.
* The Candidates shall individually apply to their desired university. The Candidates who gain admission into the university shall become the Scholarship Recipients of the Scholarship Program.
* In the case where a selected Candidate becomes ineligible due to unforeseen reasons such as medical problems, the next highest ranked Candidate will be offered the vacant Scholarship Recipient position. The Candidate should notify the Secretariat by 31 August 2019 if he/she is unable to accept the Scholarship.

**Table 5. Application and selection schedule**

|  |  |
| --- | --- |
| **PROCEDURES** | **DEADLINE/PERIOD** |
| 1. Calling for Applicants via official invitation by the Secretariat | By 5 April 2019 |
| 1. Submission of Recommendation Letter by each focal official for the Landmark Scholarship Program | By 30 June 2019 |
| 1. Submission of documents by nominated candidates to the Secretariat |
| 1. Selection of Candidates by the evaluation committee | July-August 2019 |
| 1. Matching of Candidates with suitable Universities/Departments and Supervising Professors |
| 1. Admission procedures for respective universities\* | From September 2019 |
| 1. Confirmation of final scholarship recipients who gain admission into the university applied for | December 2019 |
| 1. Domestic and administrative procedures for entry into the ROK | January-February 2020 |
| 1. Start of the 1st semester | From 2 March 2020 |

*\*Admission periods may differ depending on universities applied for*

1. **FOR MORE INFORMATION**

Throughout the scholarship period, the Recipient shall be under the supervision and guidance of the university and his/her Supervising Professor. Should he/she have any requests/appeals/queries, he/she should contact:

* **Seonghan Lee, Ph.D.**

*Program Officer for Human Resources and Operation Management*

*Planning and Budget Division*

Asian Forest Cooperation Organization

8th Floor, 9 Gukhoe-daero 62-gil, Yeongdeundpo-gu,

Seoul, Republic of Korea (07236)

T. +82-2-785-8966 | F. +82-2-785-8970 | E. lsh[@afocosec.org](mailto:baekikang@afocosec.org/kbae02@gmail.com)

* **Aidai Zhumasheva, Ms.**

*Program Officer for Communication and Gender Policy*

*Planning and Budget Division*

Asian Forest Cooperation Organization

8th Floor, 9 Gukhoe-daero 62-gil, Yeongdeundpo-gu,

Seoul, Republic of Korea (07236)

T. +82-2-785-8964 | F. +82-2-785-8970 | E. aidai91[@afocosec.org](mailto:baekikang@afocosec.org/kbae02@gmail.com)

1. **OTHER USEFUL WEBSITES**

* AFoCO Secretariat <http://afocosec.org>
* Study in Korea <http://www.studyinkorea.go.kr>
* Ministry of Education <http://english.moe.go.kr>
* Learning Korean <http://www.sejonghakdang.org>
* Understanding of Korean culture <http://korea.net>
* Overseas Korean embassies <http://www.mofa.go.kr>

(Annex-1) Information of Eligible Universities

**(Annex-1a) Chungbuk National University**

|  |  |
| --- | --- |
| **University** | Chungbuk National University |
| **Degree offered** | Ph.D. / M.Sc. |
| **School/College** | College of Agriculture, Life and Environment Sciences |
| **Department** | Environment and Forest Resources |
| **Webpage** | University Webpage: <http://www.chungbuk.ac.kr/site/english/main.do>  Department Webpage (Korean): <http://forestscience.cbnu.ac.kr/> |

|  |  |
| --- | --- |
| **Educational Purposes** | |
| The agricultural and biological industry has served an important role in the history of mankind by providing essential food and is still considered as a future-oriented industry that holds the responsibility to hand down to future generations essential knowledge. A secure supply of food resources, preservation of biodiversity and the natural environment, the production of environment-friendly agricultural products, the supply of high value added agricultural products, the supply of leisure and welfare services that befit the nation’s income level, a reinforcement of infrastructure and a nurturing of experts in the field of agriculture and biology are all essential to a stable growth of the agricultural economy and also take up a big part of our mission. | |
| **About the Department** | |
| The department of forestry at Chungbuk University aims to produce experts in forestry through a broad coverage of the field. The study of forestry, landscaping, forest economics and forest policies are included in the field. Recently, an associated major of forest healing that is gaining attention has also been established. | |
| **Main Language of Instruction** | |
| Thesis Supervision – Conducted in English for foreign students  Lectures – Mainly conducted in Korean unless there are foreign students present  Textbooks and lecture materials – Available in both English and Korean | |
| **Faculty Members Available in 2020** | |
| [Dong-Jun Kim]  • Title : Professor  • Major : Forest Economics  • Research Topics/Interests for the last 5 years :   * + - Forest Economics     - Integrated Forest Business     - International Forest Cooperation   • Phone : (+82) 43-261-3371  • E-mail : kdj63@chungbuk.ac.kr | [Chang-Duck Koo]  • Title : Professor  • Major : Forest Ecology  • Research Topics/Interests for the last 5 years :   * + - Forest vegetation management and mushroom production     - Pine wood nematode infection     - Ectomycorrhizal mushroom ecology   • Phone : (+82) 43-261-2537  • E-mail : koocdm@chungbuk.ac.kr |

**(Annex-1b) Chungnam National University**

|  |  |
| --- | --- |
| **University** | Chungnam National University |
| **Degree offered** | Ph.D. / M.Sc. |
| **School/College** | College of Agriculture and Life Sciences |
| **Department** | Environment and Forest Resources |
| **Webpage** | University Webpage: <http://plus.cnu.ac.kr/html/en/>  Department Webpage (Korean): <http://forestry.cnu.ac.kr/> |

|  |  |
| --- | --- |
| **Educational Purposes** | |
| The department of environment & Forest Resources uses perspectives from multiple disciplines to train experts capable of solving complex and pervasive problems in forest. We promote rigorous study and analysis of natural environment. Our students are equipped to meet the environmental challenges of tomorrow with the experiences and knowledge they develop in our program. | |
| **About the Department** | |
| The department offers an interdisciplinary approach to understanding and responding to environmental and forest problems. From the natural sciences, students learn experimental techniques and methods of analysis needed to make accurate observations, to document changes, and to understand the dynamics of healthy forest landscapes and ecosystem function. From the social sciences, students gain insights into human behavior and the workings of our social, political, and governmental institutions. This major is grounded in dendrology, silviculture, and soil and combines with socio-environmental studies that focus on forest management and environmental conservations. Major subjects for education are as follows.   * Environmental Impact Assessment * Environmental Planning * Forest Ecosystem Management * Forest Engineering * Forest Environment & Health * Forest Environment & Soil * Silviculture | |
| **Main Language of Instruction** | |
| Thesis Supervision – Conducted in English for foreign students  Lectures – Mainly conducted in Korean unless there are foreign students present  Textbooks and lecture materials – Available in both English and Korean | |
| **Faculty Members Available in 2020** | |
| [Joon-Woo Lee]  • Title : Professor  • Major : Forest Engineering  • Research Topics/Interests for the last 5 years :   * + - Forest Road     - Foreign Forest Investment     - Bird     - Forest Trail     - Work Analysis   • Phone : (+82) 042-821-5749  • E-mail : [jwlee@cnu.ac.k](mailto:jwlee@cnu.ac.k)r  [Jae-Yong Choi]  • Title : Professor  • Major : Planning  • Research Topics/Interests for the last 5 years :   * + - Climate change     - Ecological restoration     - Ecological evaluation     - Forest fragmentation     - Forest landscape ecology     - Ecological restoration evaluation index   • Phone : (+82) 042-821-5750  • E-mail : [jaychoi@cnu.ac.kr](mailto:jaychoi@cnu.ac.kr) | [Bum-Jin Park]  • Title : Professor  • Major : Forest Environment & Human Health  • Research Topics/Interests for the last 5 years :   * + - Forest Therapy     - Forest Healing     - Relaxation     - Thermal Environment     - Physiological Effect   • Phone : (+82) 042-821-5746  • E-mail : [bjpark@cnu.ac.kr](mailto:bjpark@cnu.ac.kr)  [Byung-Bae Park]  • Title : Assistant Professor  • Major : Ecological Silviculture  • Research Topics/Interests for the last 5 years :   * + - Forest ecology     - Nutrient cycle     - Biomass production     - Root turnover     - Fertilization   • Phone : (+82) 042-821-5747  • E-mail : [bbpark@cnu.ac.kr](mailto:bbpark@cnu.ac.kr) |

**(Annex-1c) Dongguk University**

|  |  |
| --- | --- |
| **University** | Dongguk University |
| **Degree offered** | Ph.D. / M.Sc. |
| **School/College** | College of Natural Science |
| **Department** | Biological and Environmental Science |
| **Webpage** | University Webpage: <http://www.dongguk.edu/mbs/en/index.jsp>  Department Webpage (Korean): <https://bio.dongguk.edu/> |

|  |  |
| --- | --- |
| **Educational Purposes** | |
| The College of Life Sciences and Biotechnology continues an intense development of its research and education to provide the next generation engineers and scientists. We aim to properly cultivate the gifts and talents of individuals through the acquisition of knowledge following the university's foundational spirit. Especially through education in life sciences and biotechnology, we encourage bright young minds to be future leaders who devote themselves to realizing the ideal values of the nation and people in various fields including basic life sciences, medical biotechnology, bioresources and environmental sciences, and food biotechnology. We also aim to establish sustainable research programs that are specialized in life sciences and biotechnology through an effort in interdisciplinary convergence. | |
| **About the Department** | |
| Biological and Environmental Science is a relatively young discipline which has grown out of increasing concerns for the environment and the need for a scientific approaches to the study of human impacts on natural resources. Recently, biological and environmental scientists have been challenged to find solutions to global issues such as climate change, desertification, air pollution, loss of biodiversity and shortage of food, energy and clean water. The Department of Biological and Environmental Science offers high-quality teaching and scientific research to investigate these complicated problems and discover effective solutions for society. The Department is designed to provide students with an understanding of the application of basic biological science to solve environmental problems. The applied areas are focused on natural conservation and sustainable use of biological resources with the skills of biotechnology, nano-science and bioenergy as high technologies in the 21st century. The Department provides undergraduate, Masters' and Ph.D. programs for advanced relevant education and research programs on development and conservation of biological resources as well as environmental rehabilitation from natural and human activities. We also aim to prepare students for professional careers in higher education. Current research topics include areas of biological resources, sustainable environmental system, environmental biotechnology, biomaterial, environmental ecology, plant biotechnology, biomass, bioenergy and bioremediation, etc. | |
| **Main Language of Instruction** | |
| Thesis Supervision – Conducted in English for foreign students  Lectures – Mainly conducted in Korean unless there are foreign students present  Textbooks and lecture materials – Available in both English and Korean | |
| **Faculty Members Available in 2020** | |
| [Hoa-Young Yun]  • Title : Professor  • Major : Sustainable Environmental Systems  • Research Topics/Interests for the last 5 years :   * + - A study on the legal and institutional improvement strategies of the Kyoto Protocol   • Phone : (+82) 31-961-5120  • E-mail : yunhy@dongguk.edu  [Ho-Duck Kang]  • Title : Professor  • Major : Environmental Biotechnology & Desertification  • Research Topics/Interests for the last 5 years :   * + - Tree improvement and monitoring to combat desertification in Northeast Asia   • Phone : (+82) 31-961-5121  • E-mail : hdk0225@dongguk.edu  [Dae-Young Kim]  • Title : Professor  • Major : Biomaterials Science  • Research Topics/Interests for the last 5 years :   * + - Carbonization characteristics of holocellulose from green wood and the development of multi-functional carbon   • Phone : (+82) 31-961-5122  • E-mail : sbpkim@dongguk.edu  [Choong-Hyeon Oh]  • Title : Associate Professor  • Major : Environmental Ecology  • Research Topics/Interests for the last 5 years :   * + - A study on sustainable conservation and utilization for Genetic Reserve Forest in Civilian Controlled Zone   • Phone : (+82) 31-961-5123  • E-mail : ecology@dongguk.edu  *(Thesis supervision and lessons conducted in Korean)* | [Joon-Hyeong Cho]  • Title : Associate Professor  • Major : Plant Biotechnology  • Research Topics/Interests for the last 5 years :   * + - Collection and preservation of Agro-plant germplasm   • Phone : (+82) 31-961-5124  • E-mail : jhcho@dongguk.edu  [Kyu-Young Kang]  • Title : Assistant Professor  • Major : Biomass & Bioenergy  • Research Topics/Interests for the last 5 years :   * + - Evaluation of hybrid poplar clones for bioethanol production using phyotypic analysis   • Phone : (+82) 31-961-5125  • E-mail : kykang@dongguk.edu  [Shi-Kyeong Cho]  • Title : Assistant Professor  • Major : Waste, Environmental Science  • Research Topics/Interests for the last 5 years :   * + - Energy/Resource recovery from forestry wastes via co-digestion of organic wastes   • Phone : (+82) 31-961-5126  • E-mail : [sk.cho@dongguk.edu](mailto:sk.cho@dongguk.edu) |

**(Annex-1d) Kangwon National University**

|  |  |
| --- | --- |
| **University** | Kangwon National University |
| **Degree offered** | Ph.D. / M.Sc. |
| **School/College** | College of Forest and Environmental Sciences |
| **Department** | Environment and Forest Resources |
| **Webpage** | University Webpage: <http://www.kangwon.ac.kr/english/index.do>  Department Webpage: <http://forest.kangwon.ac.kr/> |

|  |  |
| --- | --- |
| **Educational Purposes** | |
| The College, the only one of its kind in Korea, educates students to effectively produce, manage and utilize forest resources and to help foster ecological principles that are necessary in our industrial society in the student consists of the Division of Forest Resources and the Departments of Wood Science & Technology, and Department of Paper Science & Engineering. | |
| **About the Department** | |
| The Division of Forest Resources contains three Programs: "Forest Resources Development," "Forest Resources Production," and "Forest Resources Protection."   * Forest Resources Development   In Department of Forest Resources Development, professional knowledge and technology are acquired for the effective management and protection of a forest’s natural resources that are based on the biological theory of forest ecology.   * Forest Resources Production   The Program of Forest Resources Production provides students with knowledge in the field in accordance with the newly growing recognition of the importance of forests.   * Forest Resources Protection   The Program of Forest Resources Protection offers courses to protect and foster forest trees, forest wildlife, and other secondary products from insects, disease, forest fire, pollution and climatic disasters. | |
| **Main Language of Supervision** | |
| Thesis Supervision – Conducted in English for foreign students  Lectures – Mainly conducted in Korean unless there are foreign students present  Textbooks and lecture materials – Available in both English and Korean | |
| **Faculty Members Available in 2020** | |
| [Jung-Kee Choi]  • Title : Professor  • Major : Forest measurements  • Research Topics/Interests for the last 5 years :   * + - Long-term Monitoring Research for Major Species on Climate Change     - Estimating the statistics of forest resources at spatial levels using 5th National Forest Inventory Data     - Mpdelling dyamic stand yield and carbon sequestration with thinning intensity     - The model development for management scale improvement of private forests in Korea   • Phone : (+82) 33-250-8312  • E-mail : jungkee@kangwon.ac.kr  [Cheng Eun Ju]  • Title : Professor  • Major : Tree Physiology/Forest Ecology/Silviculture  • Research Topics/Interests for the last 5 years :   * + - Interested in the tree’s response to the various stress, drought, temperature, diseases and so on and improve the adaptability in the changing forest ecosystem. Investigate the mass-propagation system of valuable woody plan species for reforestation or endangered and rare species by traditional methods and in-vitro culture and cryopreservation of genetic resources.   • Phone : (+82) 33-250-8312  • E-mail : ejcheong@kangwon.ac.kr | [Hyun-Kil Jo]  • Title : Professor  • Major : Ecological Landscape Planning and Design  • Research Topics/Interests for the last 5 years :   * + - Ecological Design, Urban Greenspare Planning, Leisure Resource Planning   • Phone : (+82) 33-250-8345  • E-mail :jhk@kangwon.ac.kr  [Sung-ho Kil]  • Title : Professor  • Major : Landscape Architecture  • Research Topics/Interests for the last 5 years :   * + - Ecological Engineering, Ecological Restoration, Climate Change, Landscape Ecology   • Phone : (+82) 33-250-8342  • E-mail : sunghokil@kangwon.ac.kr |

**(Annex-1e) Kongju National University**

|  |  |
| --- | --- |
| **University** | Kongju National University |
| **Degree offered** | Ph.D. / M.Sc. |
| **School/College** | College of Natural Sciences |
| **Department** | Forest Resources |
| **Webpage** | University Webpage: <http://english.kongju.ac.kr/>  Department Webpage (Korean): <http://forest.kongju.ac.kr/> |

|  |  |
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| **Educational Purposes** | |
| With the aim of inculcating a deeper understanding of our precious forest resources, the Department of Forest Resources provides chances to learn dendrology, forestry, forestry management, forest ecology, forest and environment, forest utilization and other topics (mushroom and fungi / mycology, tree pathology etc). | |
| **Main Language of Instruction** | |
| Thesis Supervision – Conducted in English for foreign students  Lectures – Mainly conducted in Korean unless there are foreign students present  Textbooks and lecture materials – Most materials provided in English | |
| **Faculty Members Available in 2020** | |
| [Soo-Hyung Eo]  • Title : Professor  • Major : Forest Genetics  • Research Topics/Interests for the last 5 years :   * + - Forest ecology     - Conservation biology     - Population genetics and genomics     - Wildlife ecology     - Soil microbiology (metagenomics)   • Phone : (+82) 41-330-1301  • E-mail : eosh@kongju.ac.kr  [Yeong-Jin Lee]  • Title : Professor  • Major : Forest Management  • Research Topics/Interests for the last 5 years :   * + - Growth and Yield Model     - Biomass and Carbon Sequestration     - Forest Resources Management     - Community Forest Management     - Forest Inventory System   • Phone : (+82) 41-330-1304  • E-mail : leeyj@kongju.ac.kr | [Jeong-Il Seo]  • Title : Professor  • Major : Forest Engineering  • Research Topics/Interests for the last 5 years :   * + - Fluvial & non-fluvial geomorphology     - Riparian forest dynamics & ecology     - Watershed conservation     - Stream and river restoration     - Erosion control engineering   • Phone : (+82) 41-330-1302  • E-mail : [jungil.seo@kongju.ac.kr](mailto:jungil.seo@kongju.ac.kr)  [Chung-Won Yun]  • Title : Professor  • Major : Forest Ecology  • Research Topics/Interests for the last 5 years :   * + - Forest ecology     - Forest vegetation     - Plant sociology     - Dendrology     - Population and community structure   • Phone : (+82) 41-330-1305  • E-mail : [cwyun@kongju.ac.kr](mailto:cwyun@kongju.ac.kr) |

**(Annex-1f) Kookmin University**

|  |  |
| --- | --- |
| **University** | Kookmin University |
| **Degree offered** | Ph.D. / M.Sc. |
| **School/College** | College of Science and Technology |
| **Department** | Forestry, Environment, and Systems  Forest Products and Biotechnology |
| **Webpage** | University Webpage: <http://english.kookmin.ac.kr/>  Department Webpage (Korean): <https://cst.kookmin.ac.kr/forest/>, <https://cst.kookmin.ac.kr/biotechnology/> |

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| **Educational Purposes** |
| The Program provides candidates of demonstrated academic and research abilities with opportunities to develop and strengthen their research capabilities and knowledge to advanced levels. Doctoral thesis involves intensive research resulting in an original and scholarly contribution to knowledge in the field of his/her study. The candidate is expected to initiate and conduct the research program under general direction of a supervisor. |
| **About the Department** |
| * Department of Forestry, Environment, and Systems   The objective of the Department of Forestry, Environment, and Systems is: to use a scientific system approach to forests and the environment ; to foster practical skills for multi-purpose management and sustainable use; to execute the preservation and maintenance of natural resources; to research methods for preserving the beauty of forests and improving our mental and physical health; and to produce new experts equipped with the expertise necessary to create the most appropriate communication between man and nature.   * Department of Forest Products and Biotechnology   The Department of Forest Products & Biotechnology provides undergraduate and graduate students with the knowledge and research tools to create the next generation of lignocellulosic resources, ranging from traditional forest products to renewable biobased products, for meeting the social needs of low-carbon, green growth in the 21st century. |
| **Main Language of Instruction** |
| Thesis Supervision – Conducted in English for foreign students  Lectures – Mainly conducted in Korean unless there are foreign students present  Textbooks and lecture materials – Most materials provided in English |
| **Faculty Members Available in 2020** |
| [Dong-Wook Ko]  • Title : Assistant Professor  • Major : Forest ecology  • Research Topics/Interests for the last 5 years :   * + - Landscape ecology     - Ecological modeling     - Climate change effect on forest structure and function   • Phone : (+82) 02-910-5826  • E-mail : dwko@kookmin.ac.kr |

**(Annex-1g) Seoul National University**

|  |  |
| --- | --- |
| **University** | Seoul National University |
| **Degree offered** | Ph.D. / M.Sc. |
| **School/College** | College of Agriculture and Life Sciences |
| **Department** | Forest Environmental Science | Environmental Materials Science |
| **Webpage** | University Webpage: <http://en.snu.ac.kr/>  Department Webpage (Korean): <http://forest.snu.ac.kr/> |

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| **Educational Purposes** | |
| The Department of Forest Sciences specializes in nurturing forests and the sustainable use of forest resources which includes the direct and indirect use of forest products. Recognizing that forests are environmental resources, the Department of Forest Resources and the Department of Forest Products have been reorganized into the Department of Forest Sciences, offering two programs: forest environmental science and environmental materials science. The goal of the department is to identify and resolve important problems in biology, conservation, management, and utilization of forest resources and to disseminate research results to the scientific community, resource user-groups, and the general public. | |
| **About the Department** | |
| The major in forest environmental science major covers important issues and emphasizes the various virtues and functions of forests and environmental resources. The students in this major focus on how to maintain and enhance the functions of forest ecosystems, how to efficiently manage and use forest resources, and how to restore the destroyed environments or disturbed ecosystems. This course of study aims to produce well-trained people who are capable of keeping our forest resources (wildlife, forest materials, water, and recreation resources) sustainable, as well as researching methods for efficient conservation, use, and management of forest resources.  The environmental materials science program offers diverse basic and applied courses as well as laboratory and field practices in physics and chemistry to teach students how to utilize wood more effectively and efficiently both in industry and daily life. The major is designed to create and disseminate knowledge about wood, paper science and engineering, and forest products and their utilization, through lectures, labs, and practices. | |
| **Main Language of Instruction** | |
| Thesis Supervision – Conducted in English for foreign students  Lectures – Both English and Korean lectures available (40% English),  Textbooks and lecture materials – Most materials provided in English | |
| **Faculty Members Available in 2020** | |
| [Hyun-Seok Kim]  • Title : Professor  • Major : Forest Ecological Physiology  • Research Topics/Interests for the last 5 years :   * + - Forest carbon and water balance under climate change     - Nitrogen allocation     - Ecological modelling     - Effects of urban forests   • Phone : (+82) 2-880-4752  • E-mail : cameroncrazies@snu.ac.kr  [Il-Kwon Park]  • Title : Professor  • Major : Forest entomology, Natural products chemistry  • Research Topics/Interests for the last 5 years :   * + - Identification of forest insect pheromone and field test     - Identification of attractants for forest insect pest and field test     - Isolation and identification of insecticidal, nematicidal, antifungal and antibacterial compounds from plant     - Mode of action study of insecticidal, nematicidal, antifungal and antibacterial compounds   • Phone : (+82) 2-880-4751  • E-mail : parkik1@snu.ac.kr  [Kyu-Suk Kang]  • Title : Professor  • Major : Forest genetics, Tree breeding, Genomics  • Research Topics/Interests for the last 5 years :   * + - Population genetics of forest tree     - Genetic testing and analysis (progeny test, provenance test)     - Genetically improved seed and seed orchard genetics     - Tissue culture   • Phone : (+82) 2-880-4753  • E-mail : kangks84@snu.ac.kr | [Sang-Jun Im]  • Title : Associate Professor  • Major : Forest Engineering, Forest Hydrology, Watershed Management, Ecological Engineering  • Research Topics/Interests for the last 5 years :   * + - Erosion control on forest watersheds     - Forest hydrology and watershed management     - Landslides prediction and mitigation     - Forest foad design and construction     - Timber harvesting   • Phone : (+82) 2-880-4759  • E-mail : junie@snu.ac.kr  [Pil-Sun Park]  • Title : Associate Professor  • Major : Forest Ecology and Forest Soil Science  • Research Topics/Interests for the last 5 years :   * + - Forest stand dynamics     - Population dynamics of pinus densiflora/Picea jezoensis     - Community structure in montane forests   • Phone : (+82) 2-880-4771  • E-mail : pspark@snu.ac.kr |

**(Annex-1h) University of Seoul**

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| --- | --- |
| **University** | University of Seoul |
| **Degree offered** | Ph.D. / M.Sc. |
| **School/College** | College of Natural Science |
| **Department** | Environmental Horticulture |
| **Webpage** | University Webpage: <http://www.uos.ac.kr/en/main.do>  Department Webpage (Korean): <http://envhorti.uos.ac.kr/> |

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| **About the Department** | |
| The department covers a diverse field of study which includes air pollution and plant science, environmental biochemistry, plant pathology, plant molecular biology, environmental soil science, environmental control of horticultural plant, plant genetics and breeding and environmental floriculture. Students can study alleviation of air pollution by plants, plant physiological ecology, plant protection, tissue culture and biotechnology, remediation of contaminated soil by plants, greenhouse and plant factory crop production, plant propagation and urban environmental floriculture and forestry. | |
| **Main Language of Instruction** | |
| Thesis Supervision – Conducted in English for foreign students  Lectures – Mainly conducted in Korean unless there are foreign students present  Textbooks and lecture materials – Available in both English and Korean | |
| **Faculty Members Available in 2020** | |
| [Su-Young Woo]  • Title : Professor  • Major : Plant ecology  • Research Topics/Interests for the last 5 years :   * + - Effects of artificial night lighting on photosynthesis and leaf unltrastructure of Pinus densiflora     - Effects of planting space and irrigation intervals on the survival rate of Ulmus pumila in Mongolia     - Effects of planting space and irrigation intervals on the efficiency of reforestration for combating desertification with Populus sibirica   • Phone : (+82) 2-6490-2691  • E-mail : wsy@uos.ac.kr |  |

**(Annex-1i) Yeungnam University**

|  |  |
| --- | --- |
| **University** | Yeugnam University |
| **Degree offered** | Ph.D. / M.Sc. |
| **School/College** | Park Chung Hee School of Policy and Saemaul (PSPS) |
| **Department** | Sustainable Development – Forest Resources and Ecological Restoration Major |
| **Webpage** | University Webpage: <http://www.yu.ac.kr/en/main/index.php>  Department Webpage: <http://psps.yu.ac.kr/> |

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| **Educational Purposes** | |
| The Park Chung Hee School of Policy and Saemaul (PSPS) was established to share Korea's experiences in the socio-economic development with the rest of the world and thus contribute to the development of poorer countries and the general progress of mankind. In order to achieve this goal, the PSPS invites promising young students and leaders from other countries--developing countries in particular--to educate them about the state philosophy and leadership of President Park Chung Hee, the public policies and programs that the Korean state initiated and implemented during the development era of the 1960s and 1970s, including forestation programs and the strategy and experience of Saemaul Undong. It also aims to produce competent experts in the field of 'international development cooperation.' | |
| **About the Department** | |
| The Forest Resources and Ecological Restoration major under the Department of Sustainable Development aims to grow leaders to inherit and further develop the ideas of the Saemaul spirit. Practicing the Saemaul spirit involves understanding and practicing a new concept of forest science which emphasizes the importance of forest resources and constructs a new paradigm for silviculture, forestry, preservation and utilization of forest resources. The objective of this program is to contribute to the restoration of the forest ecological system by sharing the accumulated knowledge of forestation with the world through the education and marketing of the new forms of forest rehabilitation technology. | |
| **Main Language of Instruction** | |
| Thesis Supervision – English  Lectures – English  Textbooks and lecture materials – English | |
| **Faculty Members Available in 2020** | |
| [Yong-Shik Kim]  • Title : Professor  • Major : Environmental Ecology  • Research Topics/Interests for the last 5 years :   * + - Biodiversity, Desertification, Dendrology   • Phone : (+82) 53-6490-2690  • E-mail : yongshik@yu.ac.kr  [Don-Koo Lee]  • Title : Chair Professor  • Major : Silviculture/ Restoration Ecology  • Research Topics/Interests for the last 5 years :   * + - Forest restoration, Non-timber forest products   • Phone : (+82) 53-6490-2690  • E-mail : donkoolee@yu.ac.kr | [Yo-Han Lee]  • Title : Assistant Professor  • Major : Forest Economics and Policy  • Research Topics/Interests for the last 5 years :   * + - REDD+, Agroforestry, Sustainable Forest Management   • Phone : (+82) 53-810-2163  • E-mail : johnlee@yu.ac.kr |

**(Annex-2)**

**Letter of Recommendation by Focal Officials for AFoCO Related Matters**

**(CONFIDENTIAL)**

**To the applicant**: Please fill in your name and the other required information below. In turn, email this form to the Focal Officials for AFoCO Related Matters, who will write this letter. **NOTE:** Request your referee to send the letter to the Secretariat directly via email with an official letter.

Name of Applicant: (given name) (family name)

Nationality:

Desired Degree Program: □ Master’s □ Doctoral

Desired Major:

**To the Focal Officials for AFoCO Related Matters**: The person named above has applied for the ‘2020 Landmark Scholarship Program’. We ask for your assistance, and would appreciate your frank and candid appraisal of the applicant.*\*****Please type or print clearly using black ink****.*

|  |
| --- |
| 1. How long have you known the applicant and what are your views on the applicant’s intellectual, academic and all-round abilities? |
| 1. How would you describe the applicant’s working style and interaction with supervisors, subordinates, peers and people outside the organization? |
| 1. How effectively did the applicant lead/supervise/manage other people?  Was the applicant able to manage crisis, pressure or stress? |
| 1. What do you consider to be the applicant’s strengths and weaknesses? |
| 1. How well do you think the applicant has thought out plans for graduate study? 2. Please comment on the applicant’s performancerecord, potential, or personal qualities which you believe would be helpful in considering the applicant’s application for the proposed degree program. |
|  |

**<Focal Official for AFoCO Related Matters>**

Name:

Position or Title:

Institution:

Contact Details: (Tel) (Fax)

Signature: Date:

**We greatly appreciate your timeliness regarding this letter of recommendation.**

|  |  |
| --- | --- |
| **[List of Focal Officials for AFoCO Related Matters]** | |
| **BRUNEI DARUSSALAM**   1. **Ms. Noralinda Ibrahim**   Acting Director of Forestry Department  Ministry of Primary Resources and Tourism  **CAMBODIA**   1. **Mr. Hang Suntra**   Deputy Director, Department of Forest Industry and International Cooperation  Forestry Administration  **INDONESIA**   1. **Dr. Kirsfianti L. Ginoga**   Director of Forestry Research and Development Centre  Forestry and Environment Research Development and Innovation Agency  Ministry of Environment and Forestry  **LAO PDR**   1. **Mr. Sousath Sayakoummane**   Director General, Department of Forestry  Ministry of Agriculture and Forestry  **MALAYSIA**   1. **Undersecretary**   Biodiversity and Forestry Management Division  Ministry of Water, Land and Natural Resources of Malaysia | **MYANMAR**   1. **Mr. Thaung Naing Oo**   Director of Forest Department  Ministry of Natural Resources and Environmental Conservation  **PHILIPPINES**   1. **Mr. Nonito M. Tamayo**   Director of Forest Management Bureau  Department of Environment and Natural Resources  **SINGAPORE**   1. **Mr. Hassan Ibrahim**   Deputy Director of the International Biodiversity Conservation  National Parks Board of Ministry of National Development  **THAILAND**   1. **Mr. Athapol Charoenshunsa**   Director General of the Royal Forest Department  Ministry of Natural Resources and Environment  **VIET NAM**  **10. Ms. Nguyen Tuong Van**  Deputy Director of Department of Science, Technology and International Cooperation  Viet Nam Administration of Forestry, Ministry of Agriculture and Rural Development |

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**(Annex-3)**

**Application Evaluation**

Each candidate shall be evaluated by the evaluation committee for the scholarship.

The committee is composed of less than seven (7) members, subject to change, who are professionals in the field of forestry.

• Name of Applicant:

• Name of Examiner:

• Evaluation of Applicants

|  |  |  |
| --- | --- | --- |
| **Evaluation Criteria** | **Scale Points** | **Scores** |
| 1. Self-introduction | 10 |  |
| 2. Work Experience | 20 |  |
| 3. Study Plan | 20 |  |
| 4. Career Plan | 20 |  |
| 5. Language Proficiency | 10 |  |
| 6. Awards/Academic papers/G.P.A | 10 |  |
| **Total** | **100** |  |
| **Chosen as Scholarship Recipient** | **□ YES / □ NO** | |

**(yyyy). (mm). (dd)**.

Comments: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Signature of Examiner:***

**(Attachment #1)**

**2020 LANDMARK SCHOLARSHIP PROGRAM**

**Personal Data**

*The application form should be* ***typewritten*** *and all sections must be completed.*

\*Please tick (√ ) a box that applies to you.

**※ Degree Program of Application** □ Master’s □ Doctoral

**PERSONAL INFORMATION**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Full Name** |  | | | | | | | *(Photo 3\*4)* | |
| **Given Name** |  | | **Family Name** | | |  | |
| **Gender** | □ Male □ Female | | **Marital Status** | | | □ Single □ Married | |
| **Date of Birth** | yyyy.mm.dd | | **Age** | | |  | |
| **Country** |  | | **Citizenship** | | |  | |
| **Passport** | ***(Number)*** | |  | | | | |
| ***(Date of Issue)*** | | yyyy.mm.dd | | | ***(Date of Expiry)*** | | yyyy.mm.dd | |
| **Contact Information** | ***(Address)*** |  | | | | | | | |
| ***(Tel)*** |  | | | | ***(Email)*** |  | | |
| **UNIVERSITY CHOICE** | | | | | | | | | |
| **1st Choice** | **University:** |  | | | | **Professor:** |  | | |
| **2nd Choice** | **University:** |  | | | | **Professor:** |  | | |
| **LANGUAGE PROFICIENCY** | | | | | | | | | |
| **English** | **IELTS/TEPS/TOEFL/TOEIC Score:** | | | |  | | | | |
| **Date Taken:** | | | | yyyy.mm.dd | | | | |
| **Korean** | **TOPIK Score:** | | | | Level 1/2/3/4/5/6 | | | | |
| **Date Taken:** | | | | yyyy.mm.dd | | | | |
| **ACADEMIC INFORMATION** | | | | | | | | | |
| **Period** | **University (Country)** | | | **Major** | | | **Degree** | | **G.P.A Conversion\*** |
| yyyy~yyyy |  | | |  | | |  | | /100 |
|  |  | | |  | | |  | |  |
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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **WORK EXPERIENCE** *Please include both work and internship experiences (if any).* | | | | |
| **Period** | **Institution or Company** | | **Position** | **Duties** |
| yyyy.mm~yyyy.mm |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
| **OTHER ACHIEVEMENTS** | | | | |
| **Published Papers** | **Title & Journal Name:** |  | | |
| **Title & Journal Name:** |  | | |
| **Awards** | (yyyy) | | | |
| (yyyy) | | | |
| (yyyy) | | | |
| (yyyy) | | | |

\* GPA(Grade Point Average) must be converted on a maximum scale of 100 points (converted points) (**Attachment #6)**

**All applications have to be accompanied by official transcripts or certified true copies.**

|  |  |  |
| --- | --- | --- |
| *I declare that:*   * *To the best of my knowledge, the information on this application (Attachments #1 ,2, 3, 4 and 5) is accurate and complete. I understand that my application is valid only if all required information is provided and all required supporting documents (which will not be returned to me) are enclosed.* * *I agree to inform the Asian Forest Cooperation Organization Secretariat (*[*lsh@afocosec.org*](mailto:lsh@afocosec.org)*) immediately of any other scholarships, grants or awards I am offered or awarded (by an external sponsor/institution) subsequent to submitting this application, and to provide details and proof of their details if requested. I understand that any additional funding awarded from another source may be taken into account in the calculation of any scholarship I may receive.* * *I agree to the Secretariat processing personal data contained on this form or other data which the Secretariat may obtain from me or other people or organisations while I am applying for funding. I agree to the processing and disclosure of such data for any purposes connected with my studies or my scholarship allowances while on the Secretariat’s premises or for any other legitimate purpose.* | | |
| **Applicant’s Name** | **Applicant’s Signature** | **Date of Submission** |

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(**Attachment #2)**

**Personal Statement**

*\* Please type or print clearly within 1 page using black ink. (in English) (\*10 points)*

|  |  |
| --- | --- |
| **Self-Introduction** | *o Your course of life, your view of life, study background, achievements so far, etc.*  *o Your motivations for applying and reasons for wanting to study in the Republic of Korea* |
|  | |
|  | |
| **Work Experience** | *o Your education and work experience in relation to the Landmark Scholarship Program* |
|  | |
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**(Attachment #3)**

**Study & Career Plan**

*\* Please type or print clearly within 1 page using black ink. (\*20 points)*

|  |  |
| --- | --- |
| **Goal of Study & Study Plan** | *o Goal of study, title or subject of research, and detailed study plan* |
|  |  |
|  | |
| **Future Career Plans** | *o Career plan after completing your studies and your aspirations for the future*  *o How would you use the knowledge and experience that you gain?* |
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**(Attachment #4)**

**“2020 Landmark Scholarship Program”**

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| --- |
| **Pledge**  As an applicant for the “2020 Landmark Scholarship Programs” (hereinafter referred to as **the Program**), I pledge to abide by the following rules**:**  (1) To refrain from violation of university regulations.  (2) To behave in a manner appropriate to Korean culture and society, and not to participate in any form of political activity (such as organizing a political party, joining a political party, attending political meetings, publishing political articles and declarations, organizing or participating in demonstrations of a political nature, and so on).  (3) To accept responsibility for paying any debts incurred in the Republic of Korea.  (4) To abide by the decision including regulations of the Secretariat concerning the Program.  (5) To permit the Secretariat to use my personal information for the Program only.  If I am proved to have violated any of the above or to have made a false statement in my application documents, I shall accept any resolution or penalty made by the Secretariat, even when it may/might result in suspension, revocation or withdrawal of my scholarship.  I was informed and fully understand that scholars of the Program are not permitted to transfer schools and universities for the entire duration of scholarship after confirming the host university.    (yyyy). (mm). (dd).  Applicant’s Name : (signature) |

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**(Attachment #5)**

**Personal Medical Assessment**

The personal medical assessment is for obtaining a candidate’s basic physical condition by self-assessment. Regardless of this, all candidates shall take a comprehensive medical exam in accordance with the requirements of the Korea Immigration Service and applying universities. If the result is different from the Personal Medical Assessment, as showing that the applicant is unfit to study and live overseas, he/she may be disqualified.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Gender** | Male / Female | **Height** |  | | cm | | **Weight** | |  | kg |
| 1. When and for what reason did you last consult a physician? (Please explain in the adjacent space.) | | | |  | | | | | | |
| **QUESTIONS** | | | | *YES* | | *NO* | | IF *YES*, PLEASE EXPLAIN | | |
| 1. Have you ever had an infectious disease that posed a risk to public health (such as, but not limited to, tuberculosis, **HIV and other STD**s)? | | | |  | |  | |  | | |
| 1. 1. Allergies?   2. High blood pressure?  3. Diabetes?  4. Any type of Hepatitis? | | | |  | |  | |  | | |
|  | |  | |  | | |
|  | |  | |  | | |
|  | |  | |  | | |
| 1. Have you ever suffered from or been treated for depression, anxiety, or any other mental or mood disorder? (If you have received treatment, please explain and attach an official medical report.) | | | |  | |  | |  | | |
| 1. Have you ever been addicted to alcohol? | | | |  | |  | |  | | |
| 1. Have you ever abused any narcotic, stimulant, hallucinogen or other substance (whether legal or prohibited)? | | | |  | |  | |  | | |
| 1. If necessary, are you prepared to undergo physical tests to verify the answers given in response to questions ⑤ and ⑥ above? | | | |  | |  | |  | | |
| 1. Have you been hospitalized in the last two (2) years? | | | |  | |  | |  | | |
| 1. Have you had any serious injury, ailment or sickness in the last five (5) years? | | | |  | |  | |  | | |
| 1. Do you have any visual or hearing impairment? | | | |  | |  | |  | | |
| 1. Do you have any physical disabilities? | | | |  | |  | |  | | |
| 1. Do you have any cognitive/mental disabilities? | | | |  | |  | |  | | |
| 1. Are you taking any prescribed medication? | | | |  | |  | |  | | |
| 1. Are you on a special diet? | | | |  | |  | |  | | |
| 1. On average, how many standard servings of alcohol do you consume each week? | | | | | | | |  | | |

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**(Attachment #6)**

**GPA Conversion Table**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **4.0 Scale** | **4.3 Scale** | **4.5 Scale** | **5.0 Scale** | **100-Point Scale** |
| 3.97 ~ 4.0 | 4.26 ~ 4.3 | 4.46 ~ 4.5 | 4.95 ~ 5.00 | 100 |
| 3.92 ~ 3.96 | 4.22 ~ 4.25 | 4.41 ~ 4.45 | 4.90 ~ 4.94 | 99 |
| 3.88 ~ 3.91 | 4.17 ~ 4.21 | 4.36 ~ 4.40 | 4.84 ~ 4.89 | 98 |
| 3.84 ~ 3.87 | 4.12 ~ 4.16 | 4.31 ~ 4.35 | 4.79 ~ 4.83 | 97 |
| 3.80 ~ 3.83 | 4.08 ~ 4.11 | 4.26 ~ 4.30 | 4.73 ~ 4.78 | 96 |
| 3.75 ~ 3.79 | 4.03 ~ 4.07 | 4.21 ~ 4.25 | 4.68 ~ 4.72 | 95 |
| 3.71 ~ 3.74 | 3.98 ~ 4.02 | 4.16 ~ 4.20 | 4.62 ~ 4.67 | 94 |
| 3.67 ~ 3.70 | 3.93 ~ 3.97 | 4.11 ~ 4.15 | 4.57 ~ 4.61 | 93 |
| 3.62 ~ 3.66 | 3.89 ~ 3.92 | 4.06 ~ 4.10 | 4.51 ~ 4.56 | 92 |
| 3.58 ~ 3.61 | 3.84 ~ 3.88 | 4.01 ~ 4.05 | 4.45 ~ 4.50 | 91 |
| 3.49 ~ 3.57 | 3.75 ~ 3.83 | 3.91 ~ 4.00 | 4.34 ~ 4.44 | 90 |
| 3.41 ~ 3.48 | 3.65 ~ 3.74 | 3.81 ~ 3.90 | 4.23 ~ 4.33 | 89 |
| 3.32 ~ 3.40 | 3.56 ~ 3.64 | 3.71 ~ 3.80 | 4.12 ~ 4.22 | 88 |
| 3.24 ~ 3.31 | 3.46 ~ 3.55 | 3.61 ~ 3.70 | 4.01 ~ 4.11 | 87 |
| 3.15 ~ 3.23 | 3.37 ~ 3.45 | 3.51 ~ 3.60 | 3.90 ~ 4.00 | 86 |
| 3.07 ~ 3.14 | 3.27 ~ 3.36 | 3.41 ~ 3.50 | 3.79 ~ 3.89 | 85 |
| 2.98 ~ 3.06 | 3.18 ~ 3.26 | 3.31 ~ 3.40 | 3.68 ~ 3.78 | 84 |
| 2.90 ~ 2.97 | 3.09 ~ 3.17 | 3.21 ~ 3.30 | 3.57 ~ 3.67 | 83 |
| 2.81 ~ 2.89 | 2.99 ~ 3.08 | 3.11 ~ 3.20 | 3.45 ~ 3.56 | 82 |
| 2.72 ~ 2.80 | 2.90 ~ 2.98 | 3.01 ~ 3.10 | 3.34 ~ 3.44 | 81 |
| 2.64 ~ 2.71 | 2.80 ~ 2.89 | 2.91 ~ 3.00 | 3.23 ~ 3.33 | 80 |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Annex-4)

Landmark Scholarship Program

**Rules and Regulations**

The Landmark Scholarship Program (hereinafter referred to as, “the Scholarship Program”) was founded on the basis of the provision of opportunities to students in the Member Countries participating in the Landmark Scholarship Program in order to build capacity in the forestry sector. This Scholarship Program is implemented in the forestry-related departments of universities in the Republic of Korea (ROK) that have been selected by the Secretariat each year.

***A. GENERAL***

**Article 1 (Objectives)**

1. This set of Rules and Regulations is established to address the issues necessary to maintain a sound academic atmosphere for the Scholarship Recipient (hereinafter referred to as “the Recipient).
2. Throughout the scholarship period, each Recipient is under the direct supervision of the Supervising Professor. The Supervising Professor will guide and assist the Recipient so that he/she may carry out his/her research and present his/her results to the best of his/her ability. The Recipient is expected to take initiative to maintain close communication with his/her Supervising Professor and always seek approval before making major decisions.

**Article 2 (Scholarship Committee)**

(a) The Landmark Scholarship Committee (hereinafter referred to as “the Scholarship Committee”) is responsible for the efficient operation of the Scholarship Program.

(b) The Scholarship Committee consists of less than 7 members, subject to change, who are professionals in the field of forestry.

(c) The Scholarship Committee will be formed in consultancy with the Secretariat.

(d) The Scholarship Committee deliberates on the selection of the Recipients as well as other matters related to the Scholarship Program.

**Article 3 (Period of Scholarship)**

(a) The Secretariat will support a Master’s degree Recipient for up to 2 years (4 semesters) and a Doctoral degree Recipient for up to 3 years (6 semesters). The list of benefits and allowances specified in Article 5 will not be provided beyond the scholarship period stated.

(b) The Secretariat may consider one-year additional scholarship support for the Doctoral degree recipient in case where his/her supervising professor submits an official request letter indicating need of extension.

***B. SCHOOL AFFAIRS***

**Article 4 (Pledge of Acceptance)**

Once the Candidate has successfully been admitted to the Scholarship Program, he/she need to sign the Pledge of Acceptance **(Form-1)** and send it back to the Secretariat before the scholarship benefits and allowances can be provided.

**Article 5 (Allowances Provided)**

The maximum annual cost that can be provided to the Recipient is 22,150 USD for Master's degree Recipient and 22,500 USD for Doctoral degree Recipient. The Secretariat will support the 4th year of the Doctoral degree Recipient within the budget of 11,200 USD (support only monthly allowance and a medical insurance). Each annum begins from the start of the first semester. Reimbursements with a fixed exchange rate of the Korean government of that year will be made directly to the Recipient’s Korean bank account and the Recipient will need to submit his/her financial report (indicating their expenses with the corresponding receipts attached in **Form-2**/**Form-3**) whenever requested by the Secretariat. The following regulations regarding the allowances are subject to change without notice at the Secretariat’s discretion.

1. *\*Airfare* –The airfare will only be reimbursed to the Recipient who enters the ROK from another country before the start of the scholarship period (or as deemed relevant by the Secretariat), and at the end of the scholarship period after graduation when the Recipient returns to his/her home country (only twice during his/her scholarship period).
   * 1. Airfare reimbursement is a maximum of 1,000 USD per one-way ticket, depending on the actual expense.
     2. The Recipient has to purchase the air ticket on his/her own and is expected to purchase only economy-class air tickets.
2. *Settlement Allowance of 400* USD – given upon arrival **(Form-3).** The Settlement Allowance is given to support expenses such as transport from the airport, Visa fees, personal care products, meals and anything else that the Recipient may need to purchase upon arrival.
3. *Living Allowance of 900* USD – paid on a monthly basis, during the fourth week of the month, to Recipients deemed eligible to receive the payment **(Form-3)**. If the Recipient has not been residing in the ROK for more than 15 days per month, he/she will not be eligible to receive the Living Allowance for that month.
4. *Tuition Fee* – maximum of 3,500 USD per semester (maximum of 7,000 USD per year), depending on the actual expense. After the Recipient has been selected by the Scholarship Committee, the tuition fees are transferred from the Secretariat to the designated university bank account. In case of private university
5. \**Textbook Fee* – maximum of 200 USD per semester (maximum of 400 USD per year), depending on the actual expense. Textbook expenses constitute a part of the allowance for *Tuition Fee*, but they will be reimbursed to the Recipient directly when the Recipient submits the receipt template, complete with details of the textbooks purchased as described in **Annex 1**, at the beginning of the semester.
6. *\*Korean Language Training Fee* – maximum of 500 USD per semester (maximum of 1,000 USD per year), depending on the actual expense. The Recipient should only register for a Korean language course operated and instructed by the university’s language institute.
7. *\*Medical Insurance* – maximum of 200 USD per semester (maximum of 400 USD per year), depending on the actual expense. The Recipient should subscribe to foreign student insurance within 30 days after entry in the ROK from a foreign country, and submit the insurance document to the Secretariat.
8. *\*Graduation Examination Fee and Dissertation Printing Cost* – maximum of 1,000 USD, depending on the actual expense. The graduation examination fee will be provided upon application by the Recipient. The Recipient should submit a request for the Graduation Thesis Expense with a written letter of the confirmation by the Supervising Professor about the passing of the thesis examination.
9. *\*Academic Conference Allowance –* maximum of 1,000 USD per year (Master’s degree Recipient) or maximum of 2,000 USD per year (Doctoral degree Recipient) depending on the actual expense. Academic Conference Allowance is for participation in academic conferences where the Recipient has to present his/her research through a poster or oral presentation in the ROK or in another country. Academic Conference Allowance only applies in instances where the Recipient has been selected and announced as a presenter at the conference. The Secretariat should be acknowledged as the Recipient’s sponsor in all presentation materials.
10. The Academic Conference Allowance can only cover the expenses for one conference per semester (two conferences per year).
11. The Recipient should notify the Secretariat of his/her participation in the academic conference with a Request for Participation in Academic Conference **(Form-4)** at least 14 days before the start of the conference.
12. Reimbursements will only be provided after the conference when the Recipient submits **(Form-2)** together with the official receipts, official letter from the conference committee and pictures taken during the conference. Academic Conference Allowance is given to support expenses such as conference registration fees, accommodation during the duration of the conference, transport to the conference venue (express bus or train tickets for a domestic conference/round-trip airfare for conferences in another country) and miscellaneous, as described in **Annex 2**.
13. *\*Publication of an article in academic journals*: The publication-related expenses will be given after his/her manuscript has passed, depending on the actual expense. The academic journal should be one of the SCOPUS journals or any other more highly recognized journals. The Secretariat should be acknowledged as the Recipient’s sponsor.

*\* Note: The corresponding expenses incurred on occasions, (a), (d), (e), (f), (g), (h), (i) and (j) need to be declared with* ***(Form-2)*** *along with the submission of official receipts.*

**Article 6 (Registration)**

The Recipient should register at the university where he/she has been admitted within the designated registration period following the university’s rules and regulations. The Recipient should report on the registration progress to the Secretariat until he/she gets officially accepted into the university.

**Article 7 (Attendance)**

The Recipient should attend classes and examinations dutifully according to the university’s rules and regulations.

**Article 8 (Leave of Absence)**

A Leave of Absence (LOA) from school is not allowed during the scholarship period. Exceptions may be accepted in the case of: 1) a female Recipient delivering a child, 2) life-threatening disease, 3) family emergencies issues and 4) occurrence of unforeseen circumstances such as natural disasters, wars, etc. During the LOA, the provision of benefits and allowances is suspended. The Recipient is expected to submit an Application for Special Leave **(Form-5)** and obtain approval from his/her Supervising Professor.

**Article 9 (Temporary Leave)**

The Recipient should notify the Secretariat of his/her Temporary Leave from the ROK with an Application for Temporary Leave **(Form-5A)** and Letter of Permission by the Supervising Professor **(Form-5B)** at least 7 days before the departure date.

1. During the scholarship period, a Temporary Leave should not exceed 30 days at a time and a total of 90 days within a year. However, exceptions can be made in cases where the Recipient has to carry out field surveys, collect data as part of thesis preparation, participate in academic conferences, or confronts unavoidable circumstances as approved by the Supervising Professor.
2. Except in the case of any of the exceptions listed in Article 9 (a), Living Allowance may not be provided during the period of Temporary Leave. The Secretariat will consider the circumstances and advise the Recipient on the amount of Living Allowance that he/she is entitled to receive.

**Article 10 (Notification of Re-entry)**

After the period of the LOA/Temporary Leave from the ROK, the Recipient should submit the Notice of Re-entry into the ROK **(Form-6)** to the Secretariat within 7 days from the date of the Re-entry and submit copies of the passport page(s) with the arrival and departure stamps as proof of the travel.

***C. REPORTING AND SUBMISSION***

**Article 11 (Notification of Change in Contact Details)**

The Recipient should inform the Secretariat of any change in his/her contact details including home address, telephone or mobile number, and email address without delay.

**Article 12 (Submission of Periodic Documents)**

1. The Recipient should deliver his/her End of Semester Student Report **(Form-7)** to the Supervising Professor and the Secretariat at the end of each semester, to report on his/her academic progress and living condition.
2. The Recipient should submit a copy of his/her academic record to the Secretariat at the end of each semester.
3. Should the Recipient need to leave the ROK, he/she is expected to notify his/her Supervising Professor and the Secretariat at least 7 days or 14 days (for participation in Academic Conferences) before the departure day with the Request for Participation in Academic Conference (if applicable) **(Form-4)**, Application for Special/Temporary Leave **(Form-5A)** and Letter of Permission by Supervising Professor **(Form-5B)**. Upon return to the ROK, the Recipient is expected to completed the Notice of Re-entry **(Form-6)** and provide the required documents stated in the form.
4. Receipts of the expenses made during the semester should be submitted to the Secretariat. The Recipient is expected to submit a signed receipt to acknowledge that Living/Settlement Allowance **(Form-3)** has been received. Other expenses should be recorded in detail using the Receipt template **(Form-2)**.
5. The Supervising Professor is required to submit to the Secretariat a written opinion on the Recipient’s academic capacity and progress of research **(Form-8)**, twice a year.
6. Whenever requested, the Recipient is expected to submit an Explanatory Statement **(Form-9)** to the Secretariat.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **1st Semester** | | **2nd Semester** | |
|  | Before start of semester | At end of semester | Before start of semester | At end of semester |
| 1. End of Semester Student Report **(Form-7)** |  | ▼ |  | ▼ |
| 1. Academic Records/Transcript |  | ▼ |  | ▼ |
| 1. Request for Participation in Academic Conference **(Form-4)**, Application for Leave **(Form-5A)**, Letter of Permission **(Form-5B)** and Re-entry **(Form-6)** | *Whenever necessary* | | | |
| 1. Receipts   **(Form-2 and 3)** | *Whenever necessary* | | | |
| 1. Written Opinion by Supervising Professor **(Form-8)** |  | ▼ |  | ▼ |
| 1. Explanatory Statement **(Form-9)** | *Whenever necessary* | | | |

***D. WARNINGS AND TERMINATION OF SCHOLARSHIP***

**Article 13 (Warnings)**

A warning letter will be issued by the Secretariat whenever the Recipient is found to be guilty of any of the following forms of misconduct:

1. When the Recipient has not abided by the Rules and Regulations set by the Secretariat, and/or
2. When the Recipient has been warned by the university continuously on his/her misbehavior or failure to perform and has failed to take action.

**Article 14 (Termination of Scholarship)**

The Secretariat reserves the right to terminate or suspend the Recipient’s scholarship at any point in time in following (a) involuntary or (b) voluntary cases. The provision of benefits and allowances is suspended from the date of the termination or the suspension (subject to change). The Recipient may be required to reimburse the allowances of Article 5 that have already been provided.

(a) *Involuntary Termination*

The Secretariat may form a special Scholarship Committee to deliberate on the termination of the Recipient’s scholarship without prior warning in any of the following cases:

* 1. When the application materials or any statements supplied by the Recipient are proved to be fake,
  2. When the Recipient has been punished by the university,
  3. When the Recipient has received another scholarship at the same time without notifying the Secretariat,
  4. When the Recipient has committed a crime according to the ROK laws, and/or
  5. When the Recipient has received more than two warning letters from the Secretariat, as explained in Article 13.

(b) *Voluntary Termination*

When the Recipient cannot continue his/her study in any of the following cases, he/she should notify the Secretariat within 30 days before the end of the scholarship period or the departure date and provide an application for a home-return permit and a written permission from the Supervising Professor.

i. When the Recipient gives up his/her studies during the scholarship period, and/or

ii. When the Recipient encounters any of the situations listed in Article 8.

**Article 15 (Cheating and Plagiarism)**

The Secretariat takes a strict view of cheating in any form, deceptive fabrication, plagiarism and violation of intellectual property and copyright laws. Any Recipient who is found to have engaged in such misconduct will be subject to disciplinary action by both the university and the Secretariat.

***E. MISCELLANEOUS***

**Article 16 (Engagement in Other Activities)**

If the Recipient engages in activities not covered by the status of sojourn, the Recipient has to notify the Secretariat of these activities and secure approval from the Secretariat.

**Article 17 (Employment)**

The Recipient’s academic progress should, at all times, take priority. Therefore, any employment activities will not be acceptable; the Recipient should not use them as an excuse for unsatisfactory academic performance or for absence from lectures, tutorials, seminars, practical, etc. The Recipient should keep in mind that this set of Rules and Regulations require all Recipients to be in full-time attendance.

**Article 18 (Rules and Regulations to be followed)**

As for other items not stipulated in this set of Rules and Regulations, the Recipient should abide by the university’s rules and regulations or seek advice from the Secretariat.

***Annex 1 – Textbook Fee***

**Requests for reimbursement of Textbook Fees shall meet the following requirements:**

1. Official receipts shall be provided together with the syllabus with the textbook name clearly stated or a written note by the instructor, as well as a picture or scan of the textbook cover(s). Only the cost of the required textbook (essential for the course) in the list of suggested reference texts/materials can be reimbursed.
2. In the case where no official receipts are available, such as when the instructor photocopies textbooks/notes, the Recipient shall request for a written note from the instructor which states the required textbook/ notes for the course. The written note shall be submitted to the Secretariat together with a picture or scan of the photocopied textbook/notes purchased from the instructor

***<Sample of written note by Instructor>***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **I verify that the following textbooks are required for the course on <COURSE TITLE> in the SPRING/FALL semester of 201X:**   |  |  | | --- | --- | | ***BOOK TITLE*** | ***PRICE*** | |  |  | |  |  |   **Instructor’s Name:**  **Instructor’s Email:**  **Instructor’s Signature:**  **Date of Submission:** |

1. Expenses incurred from the purchase of other course materials such as clothes, shoes or training equipment (laptops, software, etc.) are not claimable.

***Annex 2 – Academic Conference Allowance***

1. **Requests for reimbursement of Conference Registration Fees shall be accompanied by:**
2. the conference registration fee receipt which includes the Recipient’s name;
3. the official acceptance email or letter from the conference organizers (email/letter shall contain the Recipient’s name, abstract title and information regarding the conference), and link to the conference website; and
4. the poster or oral presentation material used during the conference (Recipient shall acknowledge the Secretariat as his/her sponsor/scholarship provider by including AFoCO’s logo).
5. **The accommodation-related expenses shall be paid in accordance with the following requirements:**

|  |  |
| --- | --- |
| **Overseas Conference** | **Domestic Conference (in ROK)** |
| 1. Only the actual expense will be reimbursed and the maximum amount should not exceed **105 USD per night** 2. The period of stay that can be covered includes only the conference duration (official documents should be provided) 3. If the room is shared, the claimable amount is the total cost divided by the number of occupants | 1. Only the actual expense will be reimbursed and the maximum amount should not exceed **70,000 KRW per night** 2. Accommodation expenses can only be covered if the conference venue is in province that is different from the Recipient’s province of residence 3. The period of stay that can be covered includes only the conference duration (official documents should be provided) 4. If the room is shared, the claimable amount is the total cost divided by the number of occupants |

1. **The transport-related expenses shall be paid in accordance with the following requirements:**

|  |  |
| --- | --- |
| **Overseas Conference** | **Domestic Conference (in ROK)** |
| 1. Transport by express/inter-city bus/train or ferry can be covered if the boarding pass/ticket and official receipt is provided 2. Only economy class air tickets can be covered 3. Domestic transport within the country (city bus, taxi, subway etc.) where the conference is held cannot be covered | 1. Transport by express/inter-city bus/train or ferry can be covered if the boarding pass/ticket and official receipt is provided 2. Transport costs such as petrol/diesel expenses and highway toll fees incurred by personal or rental cars/vehicles can be covered, but the total cost should be divided by the number of occupants in the car/vehicle. Vehicle rental fee cannot be claimed. 3. Transport by city bus, taxi or subway cannot be covered |

1. **Miscellaneous such as VISA application fee; and,**
2. **Expenses related to conference workshops or pre/post conference tours, Daily Substance Allowance (DSA), travel insurance, penalties due to changes reservations for flights/accommodation are not claimable.**



Landmark Scholarship Program

|  |
| --- |
| **(Form-1) Pledge of Acceptance** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Student | : |  | | | |
| Passport Number | : |  | | | |
| Nationality | : |  | | | |
| Permanent Address  (in your home country) | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Contact Number | : | *(Home)* | | *(Mobile)* | |
| 1. *I confirm that I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name), accept the scholarship offer from the Secretariat, and I agree to be a Landmark Scholarship Recipient as of the date of signing of this Pledge.* 2. *I declare that I am agreeable to abide by the Rules and Regulations provided and I accept the Terms and Conditions of the scholarship, especially those listed in Article 5.* | | | | | |
| **Student’s Name** | | | **Student’s Signature** | | **Date of Submission** |



Landmark Scholarship Program

(Form-2) Receipt

|  |  |
| --- | --- |
|  | (Receipt No.: ) |

|  |  |  |
| --- | --- | --- |
| Name of Student | : |  |
| University and Course | : |  |

|  |  |  |
| --- | --- | --- |
| **Description** | **Received Date** | **Amount (USD)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTAL** |  |  |

Total amount in words (USD): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I certify that I have received the aforementioned amount in cash from an official from the Secretariat.

|  |  |  |
| --- | --- | --- |
| **Student’s Name** | **Student’s Signature** | **Date of Submission** |



Landmark Scholarship Program

(Form-3) Living/Settlement Allowance Receipt

|  |  |
| --- | --- |
|  | (Receipt No.: ) |

|  |  |  |
| --- | --- | --- |
| Name of Student | : |  |
| University and Course | : |  |

|  |  |  |
| --- | --- | --- |
| **Description** | **Received Date** | **Amount (USD)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTAL** |  |  |

Total amount in words (USD): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I certify that I have stayed in the Republic of Korea in the month of (Month / Year) and I have received the aforementioned amount in cash from an official from the Secretariat.

|  |  |  |
| --- | --- | --- |
| **Student’s Name** | **Student’s Signature** | **Date of Submission** |



Landmark Scholarship Program

|  |
| --- |
| **(Form-4) Request for Participation in Academic Conference** |

The Request for Participation in Academic Conference should be submitted to the Secretariat at least 14 days before the start of the conference.

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Student | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| University and Course | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Address in Destination Country | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Mobile Number | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Leave Applied for  (YYYY/MM/DD) | : | From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | Total Number of Days: \_\_\_\_\_\_\_\_\_\_\_\_ | |
| Name of Conference | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  | 🞎 Domestic Conference 🞎 Overseas Conference | |
| Title/Topic of Presentation | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  | 🞎 Oral Presentation 🞎 Poster Presentation | |
| Budget Plan | : | |  |  |  | | --- | --- | --- | | **Source** | **Items** | **Amount (USD)** | | AFoCO | *- Item 1*  *- Item 2* |  | | Other Funding Source  if there is any | *- Item 1*  *- Item 2* |  | |  | **Total** |  | | |

**\*Please attach conference information & official letter from the conference committee.**

**\*Please note that reimbursements will be given after the conference.**

|  |  |  |
| --- | --- | --- |
| **Student’s Name** | **Student’s Signature** | **Date of Submission** |
| **Supervising Professor’s Name** | **Supervising Professor’s Signature** | **Date of Approval** |
| **Secretariat Staff** | **Secretariat Staff’s Signature** | **Date of Approval** |

 Landmark Scholarship Program

|  |
| --- |
| **(Form-5A) Application for Special/Temporary Leave** |

Application for Special/Temporary Leave should be submitted to the Secretariat not less than 7 days in advance.

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Student | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| University and Course | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Address in Destination Country | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Contact Number | : | Tel (H): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Leave Applied for | : | From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | Total Number of Days: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  |  | |
| Reason for Application | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

**\*Please attach supportive document(s)**

|  |  |  |
| --- | --- | --- |
| **Student’s Name** | **Student’s Signature** | **Date of Submission** |
| **Supervising Professor’s Name** | **Supervising Professor’s Signature** | **Date of Approval** |
| **Secretariat Staff** | **Secretariat Staff’s Signature** | **Date of Approval** |



Landmark Scholarship Program

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| **(Form-5B) Letter of Permission by Supervising Professor** |

Letter of Permission for the Scholarship Recipient should be completed by the Supervising Professor and the Scholarship Recipient should submit it to the Secretariat together with the Application for Special/Temporary Leave.

**(Please indicate period: YEAR \_\_\_\_\_\_\_\_, SEMESTER \_\_\_\_\_\_\_\_)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Student | : |  | |
| University and Course | : |  | |
| Supervising Professor | : |  | |
| Contact Number of Supervising Professor | : | Tel (O): | Mobile: |

|  |  |  |
| --- | --- | --- |
| **Please provide reasons for approving the student’s leave request.** | | |
|  | | |
| **Supervising Professor’s Name** | **Supervising Professor’s Signature** | **Date of Submission** |



Landmark Scholarship Program

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| **(Form-6) Notice of Re-entry into the Republic of Korea** |

Notice of Re-entry into the Republic of Korea should be submitted to the Secretariat within 7 days from the date of Re-entry (after the period of the Temporary Leave from the Republic of Korea).

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Student | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| University and Course | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Actual Leave Applied for | : | From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | Total Number of Days: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

**\*Please attach scanned page(s) passport (with the arrival and departure stamps displayed clearly)**

|  |  |  |
| --- | --- | --- |
| **Student’s Name** | **Student’s Signature** | **Date of Submission** |
| **Supervising Professor’s Name** | **Supervising Professor’s Signature** | **Date of Approval** |
| **Secretariat Staff** | **Secretariat Staff’s Signature** | **Date of Approval** |



Landmark Scholarship Program

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| **(Form-7) End of Semester Student Report** |

End of Semester Student Report must be submitted to the Secretariat by the last day of each semester.

**(Please indicate date/period: YEAR \_\_\_\_\_\_\_\_, SEMESTER \_\_\_\_\_\_\_\_)**

|  |  |  |  |
| --- | --- | --- | --- |
| Supervising Professor | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Name of Student | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| University and Course | : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Year of Study |  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Contact Number | : | Tel (H): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**A. OVERVIEW OF SEMESTER**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Course Title** | **Major Requirement / Elective?** | **Name of Instructor** | **Credits** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| 5. |  |  |  |  |
| 6. |  |  |  |  |

**B. RESEARCH PROGRESS**

|  |
| --- |
| **1. Thesis Title** |
|  |
| **2. Research Objectives** |
|  |
| **3. Methodology** |
| Study site, data collection plan, procedure of research… |
| **4. Research Progress** |
|  |

**C. OTHER COMMENTS/DIFFICULTIES ENCOUNTERED DURING THE SEMESTER**

|  |
| --- |
|  |

|  |  |  |
| --- | --- | --- |
| **Student’s Name** | **Student’s Signature** | **Date of Submission** |



Landmark Scholarship Program

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| **(Form-8) Written Opinion by Supervising Professor** |

Written Opinion on the Scholarship Recipient should be completed by the Supervising Professor and submitted to the Secretariat *twice a year.*

**(Please indicate period: YEAR \_\_\_\_\_\_\_\_, SEMESTER \_\_\_\_\_\_\_\_)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Student | : |  | |
| University and Course | : |  | |
| Supervising Professor | : |  | |
| Contact Number of Supervising Professor | : | Tel (O): | Mobile: |

|  |  |  |
| --- | --- | --- |
| **Please provide detailed comments on the following aspects of the Scholarship Recipient’s performance:** | | |
| (a) Academic Capacity:   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | □ | *Exceeded expectations* | □ | *Met expectations* | □ | *Partially met expectations* | □ | *Did not meet expectations* | | | |
| (b) Research Progress   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | □ | *Exceeded expectations* | □ | *Met expectations* | □ | *Partially met expectations* | □ | *Did not meet expectations* | | | |
| **Supervising Professor’s Name** | **Supervising Professor’s Signature** | **Date of Submission** |



Landmark Scholarship Program

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| **(Form-9) Explanatory Statement** |

Explanatory Statement should be completed by the Scholarship Recipient and submitted to the Secretariat *whenever necessary/requested.*

**Explanatory Statement for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Student | : |  | |
| University and Course | : |  | |
| Supervising Professor | : |  | |
| Contact Number of Supervising Professor | : | Tel (O): | Mobile: |

|  |  |  |
| --- | --- | --- |
| Reason for Absence/Misconduct:  *(Please attach relevant documents to support your statement, if there are any)* | | |
| *I hereby certify that the information given by me in this statement is true and correct to the best of my knowledge. I understand and agree that any false information, misrepresentation, or omission of facts in this statement may be justification for disciplinary action by the Secretariat.* | | |
| **Student’s Name** | **Student’s Signature** | **Date of Submission** |