



2021 Fall Semester Graduate School Application Guidelines for **HEAT***

* HEAT: **H**igher **E**ducation for **A**SEAN **T**alents

2021. 2.



The Office of International Affairs



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I Application Timeline

Category	Schedule
Document Submission Period	March 1 (Mon) - March 26 (Fri)
Document Screening	April 5 (Mon) - April 9(Fri)
Notification of eligibility for interview	April 12 (Mon)
Interview	April 19 (Mon) - April 23 (Fri)
Selection of candidates and notification to KCUE	April 30 (Fri)

1. Schedule subject to change.
2. KCUE: Korea Center for University Education

II Degree Programs

Programs	Ph.D. Degree
International Trade	Ph.D. in International Trade
Agricultural & Resource Economics	Ph.D. in Economics

III Qualifications of Applicants

- Applicants must be a citizen of any ASEAN member countries and be a **full-time faculty member** of one university in the country of his/her citizenship.
- Applicants must have a master's degree or an equivalent degree accredited by a legal accreditation agency.
- Applicants should have adequate health, both mentally and physically, to stay in a foreign country for the graduate program period.
- Applicants must show evidence that upon admission, she/he will have a permission to take a leave of absence from her/his university.
- Applicants should be under 45 years age at the date of entrance. (September 1, 2021)

- Applicants must be fluent in English.
- Applicants' parents must not hold Korean citizenship.

IV Application Submission and Required Documents

- **Application Submission**
 - Period: March 1 (Mon) - March 26 (Fri)
 - Application Submission: intn@kangwon.ac.kr

- **Required Documents**

No	The list of required documents	Notes
1	Permission for study leave (a letter from the President of the current affiliation)	KCUE Form1
2	An applicant Agreement	KCUE Form2
3	Personal Medical Assessment	KCUE Form3
4	An application for KNU-HEAT	Form 1
5	A study plan	Form 2
6	A recommendation letter: from the Dean of a current affiliation	
7	A resume	
8	An English proficiency certificate (if applicable)	
9	A copy of published papers (if applicable)	
10	Degrees: 1) undergraduate and 2) master's degree	
11	Transcripts: 1) undergraduate and 2) master's degree	
12	Certificate of employment (include confirmation of your position from President of the current affiliation)	
13	A copy of applicant's passport	
14	A copy of ID cards of parents respectively	
15	An original and translated copy of the Family Relation Certificate issued by the government organization	

* note) All documents must be the originals.

● **Important Notice about Application Submission**

1. All documents must be the originals. If original documents are not in English, an English translation (by issuing organization or authenticated copy) must be attached to the documents
2. For the online applications, applicants can submit scanned files via email. It is required to submit all original documents as hard copies via mail after the selection process from KNU.
3. If it is impossible to submit the original, a copy of original checked against the original certificate by the issuing organization or an authenticated copy must be submitted. (if the original copy was submitted, it will be returned after it is checked against the copy.)
4. If there is any falsified information on the application, etc. or the submitted documents are incomplete at the time of the document screening, the applicant is considered “failed” and will be excluded from the interview and performance test.
5. Even after being admitted, the admission may be rescinded if the applicant is later discovered to have applied through illegal means, such as including falsified or counterfeit materials.
6. The application cannot be changed or canceled after submission. Please be careful when filling out the application. Any inadequacies due to erroneous, omitted or inaccurate information are entirely applicant’s responsibility.

PERMISSION FOR STUDY LEAVE

This form must be approved by your university.

A. Applicant Information			
Applicant Name (Passport name)			
Nationality		Final Degree	
Current Affiliation		Current Position	
B. Details of Applying University			
University Name		Period of Attendance (yy/mm/dd)	
Department		Major	
C. Letter of Recommendation			
Academic Ability	* Please briefly describe the applicant's academic excellence, research topic and plan (200 words)		
Contribution after Study	* Please briefly describe the plan of contribution to home university the study (200 words)		

I hereby confirm that(Name of Applicant) is an academic faculty member of (Name of Affiliation), and grant the permission for study leave for (Name of Applicant) from (yy/mm/dd) to (yy/mm/dd) for doctoral program as above under the scholarship program of Higher Education for ASEAN Talents: Scholarship Opportunity for ASEAN faculty members in the Republic of Korea.

President/Rector

University

(Official Seal)

President/Rector Contact(Email/Phone/Website address)

Date(yy/mm/dd)

APPLICANT AGREEMENT

As an applicant for 2020-2 Higher Education for ASEAN Talents (HEAT) for Graduate Degree, I agree to abide by the following;

※ Please read each article, check each box and sign below.

- (1) The information I have provided in this application forms are true and accurate and all documents I submitted to the Korean Council for University Education (hereafter KCUE) are genuine.
- (2) I understand that all the documents submitted to KCUE for Higher Education for ASEAN Talents will not be returned regardless of the final outcome of the selection process.
- (3) I will abide by all the Korean laws and ordinances.
- (4) I will respect and uphold the values of the Korean culture and society.
- (5) I will fulfill my responsibilities as a Higher Education for ASEAN Talents scholar to the best of my abilities.
- (6) I will not participate in any form of political activities (such as organizing or joining a political party, attending political meetings, publishing articles and declarations, and organizing or participating in political demonstrations).
- (7) I will maintain financial integrity at a personal level.
- (8) I understand that once I am selected as a Higher Education for ASEAN Talents scholar. I am not permitted to change the university for the degree of Ph.D. program.
- (9) I will abide by the academic regulations and requirements of KCUE and university.

Date(yyyy/mm/ dd)

Applicant's Name

(Signature)

(continued in the next page)

- (10) I understand that if I have any dependents that will accompany me to Korea, I am responsible for all matters concerning those dependents such as visa issuance and that KCUE will not provide any extra expenses or support in regards to my dependents.
- (11) I give permission to KCUE, the Ministry of Education of Korea, the Ministry of Foreign Affairs of Korea, the Ministry of Justice of Korea, and affiliated institutions to use the contact information provided in my application for the purpose of visa issuance, communication, conducting surveys, and sharing information as needed. I give authorization for photos and video of me to be taken during Higher Education for ASEAN Talents' orientation and used in any promotional or educational materials.
- (12) I hereby authorize KCUE to verify the information disclosed in this application form and the documents required by Higher Education for ASEAN Talents as well as to collect any other information deemed necessary by Higher Education for ASEAN Talents to determine my suitability as an applicant from any institution, organization or individual issuing said information and/or documentation. This includes but is not limited to contacting recommendation referees or previous employers.
- (13) I hereby understand that all information provided to KCUE will be stored in secured servers where access will be limited to Higher Education for ASEAN Talents team and its affiliates. I understand that all reasonable efforts will be made to protect confidential and sensitive information. By signing below and submitting my application, I agree to these terms.
- (14) I understand that failure to uphold any of the above statements may be grounds for termination of my scholarship offer.

I confirm that I read all of the above conditions. I also understand that the violation of any one of the above might result in suspension or cancellation of the scholarship.

Date(yyyy/mm/ dd)	Applicant's Name	(Signature)
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PERSONAL MEDICAL ASSESSMENT

Attention! This form is just a personal medical assessment and applicants do not need to get comprehensive medical examination for now. However, once applicants are successful in the final selection, applicants must get a comprehensive medical examinations from a licensed physician or a doctor (including TBPE drug test** etc). If the results show that the applicant is unfit to study and live overseas, he/she will be considered disqualified for this scholarship program.

Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	HEIGHT	cm	WEIGHT	kg
QUESTION		YES	NO	IF YES, PLEASE EXPLAIN	
Have you ever had an infectious disease that posed a risk to public health (such as, but not limited to, tuberculosis and STDs)?					
Do you have allergies?					
Do you have hyper tension?					
Do you have diabetes?					
Do you have any type of Hepatitis?					
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.)					
Have you ever been addicted to alcohol?					
Have you ever abused any narcotic, stimulant, hallucinogen or other substance, either legally or illegally?					
Have you been hospitalized in the last two (2) years?					
Have you had any serious injury, ailment or sickness in the last five (5) years?					
Do you have any visual or hearing impairment?					
Do you have any physical disabilities?					
Do you have any cognitive/mental disabilities?					
Are you taking any prescribed medication?					
Are you on a special diet?					
Are you pregnant?					

<Form 1>

Kangwon National University Application for Higher Education for ASEAN Talents (HEAT)						
Full Name						Photo 3cm×4cm
Nationality		Date of Birth	Year	Month	Da	
Mailing Address				Gender	<input type="checkbox"/> M <input type="checkbox"/> F	
Mobile Phone		E-mail				
Final Degree		Current Affiliation			Current Position	
Type of Degree	<input type="checkbox"/> Ph.D.	Department				
Academic History	Name of School		From~To~		Major	
Career History	Name of Institution		From~To~		Position	
Consent to Release School Information : <input type="checkbox"/> Agree <input type="checkbox"/> Disagree						
TOPIK Test Score	TOPIK()		English Proficiency Test Score			
In-campus Housing	<input type="checkbox"/> Yes <input type="checkbox"/> No					
Emergency Contact						
	Institution			In Korea		
Agreement to Access to Private Information			<input type="checkbox"/> Yes <input type="checkbox"/> No			
<p>I certify that the information contained in this application form and in all application materials are complete and accurate, and I understand that submission of inaccurate information may be a sufficient cause for terminating my enrollment.</p> <p style="text-align: right;">Date _____</p> <p style="text-align: right;">Applicant's Signature _____</p>						

※ Tips for the Application Form

1. The Application Form may be filled in English.
2. You must check the box "Agree" in the 'Consent to Release School Information'.
3. For the Emergency Contact in Korea, you may provide your friend's contact information in Korea.
4. Please write your phone number in the following order
; country code + area code + local phone number

