**2024 KOREA-JAPAN GOVERNMENT SCHOLARSHIP**

**(Korea-Japan Talent Invitational Program)**

**Application Checklist**

**University Receiving Application(접수대학명) :**

**Person in Charge (담당자명) : Signature (서명):**

1. Name of Applicant : (Family Name) (Given Name)
2. Country :
3. Desired Degree Program: [ ]  Bachelor’s Degree [ ]  Associate Degree

**Please check (√) in the appropriate box.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type** | **No.** | **Application Documents** | **Note** | **Check** |
| **Documents to complete** | 1 | Application Form (Form 1) | **Required** |[ ]
|  | 2 | Personal Statement (Form 2) |  |[ ]
|  | 3 | Study Plan (Form 3) |  |[ ]
|  | 4 | One letter of Recommendation (Form 4) |  |[ ]
|  | 5 | Applicant Agreement & Consent to Collect and Use Personal Information (Form 5) |  |[ ]
|  | 6 | Personal Medical Assessment (Form 6) |  |[ ]
| **Certificate to submit** | 7 | Applicant's/Parent(s)' Proof of Citizenship and family relationship Document(Original)  | **Required** |[ ]
|  | 8 | High School Graduation Certificate (Original)※ Submit with apostille/consular confirmation |  |[ ]
|  | 9 | Academic transcript of high school curriculum (Original) ※ Submit with apostille/consular confirmation |  |[ ]
|  | 10 | Proof of Korean Citizenship Renunciation Document (Original) | **Optional** |[ ]
| **Other documents** | 11 | Valid Certificate of TOPIK(Original) Score or English Proficiency Test(Copy)  | **Optional** |[ ]
|  | 12 | Awards and other certificate, etc.(Copy) | **Optional** |[ ]
|  | 13 | Applicant’s Passport(Copy) | **Optional** |[ ]

**2024 KOREA-JAPAN GOVERNMENT SCHOLARSHIP**

**(Korea-Japan Talent Invitational Program)**

**FORM 1. Application Form**

*Please complete the form below. It* ***must*** *be typed in* ***Korean*** *or* ***English****.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Full Name성명 | English | *Family Name 성* | *Given Name 이름* | Gender 성별 | Marital Status결혼여부 | Passport photo taken within the last 6 months최근 6개월 이내 촬영한 여권 사진 |
| 漢 字 | *Family Name 성* | *Given Name 이름* | [ ]  Male[ ]  Female | [ ]  Single[ ]  Married |
| *\*Please write your* ***full name*** *as indicated on your passport.*  |
| Date of Birth 생년월일(YYYY-MM-DD) |  | Age 나이 |  |
| Citizenship 국적 |  |
| Korean Citizenship한국국적 소지여부 | Applicant [ ]  Yes [ ]  No | Applicant’s Parent(s) [ ]  Yes [ ]  No(*if any one of your parents has Korean Citizenship, check ‘YES’)* |
| Current or previous GKS scholar 기존GKS 장학생 재지원 여부  |  [ ]  No [ ]  Yes (selected year: /degree achieved: ) |
| Contact Information 연락처**\*Must be applicant’s** | *Address* |
| *Phone (Must start with the country code)* *①Applicant’s:*  | *Phone (Must start with the country code)**②Parent’s:* |
| *E-mail (be careful of putting a wrong email address)* |
| Program to Apply 지원과정 | [ ]  Bachelor’s Degree 학사과정 [ ]  Associate Degree 전문학사과정 |
| Choice of University& Major 지원대학 및 학과 | University 대학 | Division 계열 | Department 학과 | Major 전공 |
|  |  |  |  |
| Desired Field of Study희망계열 | [ ]  Liberal Arts 인문과학 [ ]  Social Science 사회과학 [ ]  Natural Science 자연과학[ ]  Education 교육 [ ]  Arts and Sports 예체능 [ ]  Medicine 의학[ ]  Technology and Engineering 공학 [ ]  Artificial Intelligence (AI) 인공지능(AI) |
| High SchoolAcademic Background학력 정보 | Name of High School 고등학교명 |  |
| Location (Country, City) 소재지(국가, 도시) |  |
| Period of Attendance 재학 기간 | e.g., 2019-2021 (9th ~ 11th grade) |
| Date of Graduation졸업일  | *Date indicated in your graduation certificate**(YYYY-MM-DD)* |
| Awards수상내역 | *(If available)* |
| Language Abilities 어학능력 | TOPIK Level한국어능력시험성적 | [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ] 6 | English Proficiency Test Scores공인영어성적 | *Type* |
| Test Held/Test Date (회차/시험일) | *Score* |
| Cumulative GPA (CGPA) of High School program 고등학교 성적1) 전체평균평점 | **CGPA**성적표 상 표기된 평균평점 | **Score Percentile**백분율 환산 점수 |
| CGPA indicated on your academic transcripte.g., 18.3/20 | *If your transcript does not have score percentile, refer to Appendix A. GPA Conversion Table to convert your CGPA into 100 points scale 1)* **/100** |
| Converted CGPA (in 4.0, 4.3, 4.5, 5.0, or 100 scale only)e.g., 4.15/5.0※ MUST be confirmed by the school [ ]  Yes [ ]  No |
| GPA2)(ONLY for terms or semesters completed)성적 (이수학기만) | School Year | 1st year | 2nd year | 3rd year | *\* If needed, you may modify columns* |
| Term/ Semester | 1 | 2 | 1 | 2 | 1 | 2 |  |
| Grades or Rank | 3.9/ 5.0 | / | / | / | / | / |  |
| **Have you ever earned a bachelor’s degree in the past?** | [ ]  Yes [ ]  No |
| Previous Visits to Korea or Currently Residing in Korea (if any)한국 방문 혹은체류 정보(해당자만) | Period 기간 | Purpose of Stay 방문목적 | City or Region 방문지역 | Affiliated Organization방문/체류 기관 | Visa Type 비자종류 |
|  |  |  |  |  |
|  |  |  |  |  |
| Previously Received Scholarship Awards from Korean institutions(if any)한국장학금수혜 경력(해당자만) | Sponsor 지원기관 | Title of the Scholarship장학금명 | Period 수혜기간 |
|  |  |  |
|  |  |  |
| I certify that the information provided in this application is true, complete and accurate. If any kind of falsehood found, I will take the legal responsibility.2024년(yyyy) 월(mm) 일(dd) Applicant's Name : (signature)  |

*1) If your CGPA does not belong to any of the GPA scales we accept (4.0, 4.3, 4.5, 5.0 or 100 point scale), provide your original CGPA and your converted CGPA. (i.e., 0.85/1.0 🡪 90/100) In this case, you must submit supplementary document(s) officially issued by your high school that supports your converted grade.*

※ Refer to Appendix A for the grade conversion table.

*2)* *If your academic transcript only indicates CGPA and does not provide GPA per semester, then you may leave this table empty.*

**FORM 2. PERSONAL STATEMENT**

*Please type in Korean or in English. The letter must be single spaced within TWO pages, with the font* ***Times New Roman****,바탕체/돋움체, size 11. (11 points), the statement should include the following things. Please remove the instructions after reading it.*

|  |
| --- |
| *- Motivations with which you apply for this program**- Educational background**- Significant experiences you have had; persons or events that have had a significant influence on you**- Extracurricular activities such as club activities, community service activities or work experiences**- If applicable, describe awards you have received, publications you have made, or skills you have acquired, etc.** It is recommended to submit a supplementary document that can prove what you have described in this personal statement. Please number each document and submit them as “other documents”. Other documents can be submitted in simple photocopies without authentication.
 |

**FORM 3. STUDY PLAN**

*Please type in Korean or in English. The statement of purpose must be single spaced with no more than THREE pages, with the font* ***Times New Roman****, 바탕체/돋움체, size 11. (11 points), It is advised that you discuss your academic goals and plans with your teacher before filling out this form. Please remove the instructions after reading it.*

|  |  |
| --- | --- |
| Language Study Plan |  *o Study plans to improve Korean or English required for taking a degree course BEFORE and AFTER you come to Korea.* |
|  |
| Goal of study &Study Plan |  *o Goal of study and detailed study plan*  |
|  |
|
| Future Planafter Study |  *o Future plan in Korea or another country after completing the degree program*  |
|  |

**FORM 4. RECOMMENDATION LETTER**

**To the applicant**: Please fill in your name and the other required information below. In turn, deliver or email this form to the person who will write this letter. **NOTE:** Request your referee to seal his or her letter of recommendation in an official envelope and sign across the back flap upon completion. Unsealed and unsigned recommendation letter will not be accepted. **Confidential**

|  |
| --- |
| ***Attention!*** **To be completed by the referee:** *Your frank and candid evaluation of the applicant will be highly appreciated in the selection of Korea-Japan Government Scholarship awardees and the admissions to a Korean university.* *We greatly appreciate your time and effort.* **\*** **After completing the recommendation letter,** **Please attach this form and your recommendation letter sealed in an envelope (sign across the back flap) and deliver the sealed envelope to the applicant.** **Unsealed and unsigned recommendation letter will be considered invalid.** |

Name of Applicant: (Family Name) (Given Name)

Nationality: Desired Degree Program: [ ]  Bachelor’s [ ]  Associate

Intended Major:

Referee’s Name

Referee’s Signature Date

Position or Title: University (Institution):

Address:

 (zip-code: )

Email: Tel:

*(continued in the next page)*

|  |
| --- |
| **\* Please type in Korean or in English. You can write here or may use your own recommendation letter template. However, We hope to glean the following information of the applicant from your recommendation letter:** *(Please remove the instructions after reading it.)*- How long have you known the applicant and in what relationship? - What are applicant’s capabilities, strengths, and weaknesses (in regards to academic achievement, passion and interest for intended major, future academic potential, integrity, responsibility, independence, creativity, adaptability, communication skills, and others)?- Please comment on the applicant’s performance record, potential, or personal qualities which you believe would be helpful in considering the applicant’s application for the proposed degree/research program. |

**FORM 5. APPLICANT AGREEMENT**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **As an applicant for 2024 Korea-Japan Government Scholarship(Korea-Japan Talent Invitational Program), 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 is true and accurate and all documents I submitted to the National Institute for International Education (hereafter NIIED) are genuine. [ ]
2. I understand that all the documents submitted to NIIED 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 Korea-Japan Government Scholarshipscholar 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 will accept NIIED’s decision concerning the degree program and the language program. [ ]
9. I understand that once I am selected as a Korea-Japan Government Scholarshipscholar, I am not permitted to change the university. [ ]
10. I will abide by the academic regulations and requirements of NIIED, the language institution and university. [ ]
11. 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 NIIED will not provide any extra expenses or support in regards to my dependents. [ ]
12. I hereby authorize NIIED to verify the information disclosed in this application form and the documents required as well as to collect any other information deemed necessary 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 NIIED will be stored in secured servers where access will be limited to department in charge 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. [ ]

|  |
| --- |
| Date(yyyy/mm/ dd) Applicant’s Name (Signature) |
|  |

*(continued in the next page)***CONSENT TO COLLECT AND USE PERSONAL INFORMATION**1. Any information used for identifying individuals that is acquired by NIIED will be stored, used and/or analyzed only within the scope of NIIED activities, and in accordance with NIIED’s policy and regulations.
2. NIIED may provide and disclose the collected information aforesaid to a third party in accordance with NIIED’s policy and regulations, with the relevant laws of Korea, or upon the request from the Government of Korea.
3. NIIED reserves the right to use all the documents or products produced by participants for the purpose of the Korea-Japan Government Scholarship Program(hereafter: KJSP) including their duplication, translation, distribution, and/or posting on websites.
4. NIIED takes measures required to prevent leakage, loss, or destruction of acquired information.
* **Agreement on Collection and Use of Personal Data**

According to Article 15 of the Personal Information Protect Act of Korea, NIIED collects and uses the participants’ Personal Information in accordance with NIIED policy and regulations.

|  |  |  |
| --- | --- | --- |
| Personal Information Collected | Purpose | Retention Period |
| Name, date of birth, gender, nationality, phone number, e-mail address, home address, TOPIK level, TOPIK level acquisition date, university, language institution, academic records, degree, department, major, field of study, start date and end date of scholarship period, current country of residence, employment status (job category, relation to Korea, workplace information, relation to major), previous degree | Candidate review and selection for the KJSP, Implementation and promotion of the KJSP Program, Management\* of KJSP scholars and alumni\* identification of participants, record keeping, supporting NIIED’s activities, on/offline alumni database management, operation of alumni website, etc. | **20 years**(soft copy)/**5 year**(hard copy) |

* You have a right for refusal to agree with the above conditions, however, please be informed that there may be limitations to your participation to the NIIED KJSP.(e. g. final scholar selection, visa issuance, flight, alumni activities, etc.)

**Agree** [ ]  **Disagree** [ ] * **Agreement on Provision of Personal Information to a Third Party**

According to Article 17 of the Personal Information Protect Act of Korea, NIIED collects and uses the participants’ Personal Information; and is able to provide such information for a third party in accordance with NIIED policy and regulations.

|  |  |  |  |
| --- | --- | --- | --- |
| Personal Information Collected | Purpose | Third Parties | Retention Period |
| Name, date of birth, gender, nationality, phone number, e-mail address, home address, TOPIK level, TOPIK level acquisition date, university, language institution, academic records, degree, department, major, field of study, start date and end date of scholarship period, current country of residence, employment status (job category, relation to Korea, workplace information, relation to major), previous degree | Management of student information, Visa issuance, Implementation and promotion of the KJSP program, Alumni activity support and alumni database management (including newsletter service), Strengthening partnerships between Korea and partner countries | Prime Minister’s Office, Ministry of Foreign Affairs and its Overseas Missions, Ministry of Education, Ministry of Science & ICT, Ministry of Culture, Sports & Tourism and Korean Culture & Information Service, Ministry of Personnel Management, Ministry of Education, Culture, Sports, Science and Technology - Japan, GKS universities, etc. | **20 years**(soft copy)/**5 year**(hard copy) |

* You have a right for refusal to agree with the above conditions, however, please be informed that there may be limitations to your participation to the NIIED KJSP.(e. g. final scholar selection, visa issuance, flight, alumni activities, etc.)

**Agree** [ ]  **Disagree** [ ]   Date (yyyy-mm-dd) Applicant’s Full Name Signature |

# **FORM 6. PERSONAL MEDICAL ASSESSMENT**

*Instructions: This form is just a personal medical assessment and applicants do not need to obtain a comprehensive medical examination at this stage*

|  |  |
| --- | --- |
| GENDER | [ ]  Male [ ]  Female |
| 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?  |  |  |  |

Date (yyyy-mm-dd) Applicant’s Name (Signature)