**KIST School**

 **Internship Program**



**KIST School Internship**

* School provides 6 to 9 month-long internship for outstanding applicants, and it offers English classes (to help students getting an official English score for entering Masters and Doctoral degree courses), a Korean language program, and R&D field training. During the internship, students who intend to enroll for the 2019 spring semester of the KIST School Degree program must meet the minimum requirements of English scores.

**Guidelines for the 2018 Fall KIST School Internship**

**Eligibility**

* Must have a bachelor’s or master’s degree, or be expected to receive one
* Must get an official recommendation from the country ; Belarus(State Committee on Science and Technology), Mongolia(Mongolian Academy of Science), Turkey(TUBITAK; The Scientific and Technological Research Council of Turkey), Ukraine(Ministry of Education and Science of Ukraine)

**Period**

* Begins in July for 2018 Fall Internship : Jul.2(Mon)~Dec.31(Mon)

**Full Scholarship**

* Tuition and registration costs are covered by KIST.
* The highest level of financial support in Korea is provided to help students focus on their study and research.
* Monthly stipends of 900 USD for bachelor students and 1,000 USD for Master students are provided.

**Advantages**

* Participating in National R&D Projects
Over 90% of KIST's R&D budget comes from government and institutional programs $236 million (December 2017)
* Excellent Faculty

150 professors selected from among the 600 Ph.D researchers at KIST

* Infrastructure of National Research Institute

Knowledge/Technology accumulated over 50 years of experience

Cutting-edge research equipment/facilities

**Student Benefits**

* Diverse academic/cultural events for students.
* Free dinners for researchers working overtime
* Discounted condominium rates at many major tourist destinations in Korea
* First-rate dormitory facilities for 120 USD per month
* Comprehensive insurance

**Schedule**

|  |  |  |
| --- | --- | --- |
| Contents | At | Date/Term |
| Announcement & Receipt of Application | Partner Ministry or Organization | Apr. 1(Mon)~Apr. 20(Fri) |
| Recommendation to KIST School | Apr. 27 (Thu) |
| Telephone Interview | KIST School | May 8(Tue)~May 14(Mon) |
| Announcement of Final Results | May 28(Mon) |
| Visa Process | Jun. 5(Tue)~Jun.29(Fri) |
| Entrance & Internship | Jul. 1 ~ Dec. 31 |

 ※ The above schedule is subject to change.

 **Process**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1 | Announcement of Application Guidelines | KIST School → the relevant government ministry or organization | KIST School notices the guideline of 2018 Fall Internshipto relevant government ministry or organization | Apr. 2(Mon) |
| 2 | Announcement of Application Guidelines | The Ministry or Organization→ the relevant universities | The ministry or organization notices the guideline to universities and students | Apr. 4(Wed) |
| 3 | Apply for AdmissionSubmission | Students→ The Ministry or Organization | Students who are interested in internship should submit application and documents to the ministry or organization | Apr. 4(Wed)~Apr. 20(Fri) |
| 4 | Document Screening & Recommendation | The Ministry or Organization→ KIST School | After document screening, the ministry or organizationrecommends **10 students** with their documents | Apr. 26(Thu) |
| 5 | Interview | KIST School → Committee of the Interview → Students | Recommended students have a phone interviewfrom Committee of Interview of KIST School | May 8(Tue)~May 14(Fri) |
| 6 | Final Screening | KIST School Committee | KIST School committee decide final successful candidateswith result of interview | May 16(Wed) |
| 7 | Announcement of Final Results | KIST School → The Ministry or Organization, Students | The successful candidates and the ministry or organization are notified the final results from KIST School  | May 28(Mon) |
| 8 | Visa Process | KIST School → Students | For the candidates, KIST School give a guidelineto apply and get a visa | Jun. 5(Tue)~Jun.29(Fri) |
| 9 | Entrance | KIST School → Students | For the candidates, KIST School give a guidelineto enter the KIST School | Jun.25(Mon)~Jul.1(Sun) |
| 10 | Internship | R&D field training, language program | During the Internship, students find out interested research fields and are matched with advisors | Jul.2(Mon)~Dec.31(Mon) |
| 11 | Admission of 2019 Spring | Students → KIST School | Students who are interested in degree program should apply admission of 2019 spring semester | September, 2018 |

**Status**

|  |  |  |  |
| --- | --- | --- | --- |
| Country | Gov. ministry or organization | Students | Research Field |
| Belarus | National Academy of Science of Belarus | 2 Bachelor students3 Master students | in Theragnosis, Robotics, Bio-Micro systems, Green City Tech., Diagnosis |
| Mongolia | Mongolian Academy of Science | 3 Master students | in Water Resource Cycle, Materials Architecturing, Imaging Media |

**List of Required Documents**

Scanned version of all required documents must submitted by application deadline to the ministry or organization by email. After announcement of successful candidates, Original version of all required documents must submitted via post to KIST School(5, Hwarang-ro 14-gil, Seongbuk-gu, Seoul, Republic of Korea).

* For all applicants:

- Application Form (Attached)

- Curriculum Vitae

- Essay (Attached)

- Letter of Recommendation (Attached)

- Certificate of (Expected) Bachelor’s Degree

- Bachelor’s Degree Transcript in English

: Transfer students must submit all university transcripts acquired both pre- and post-transfer.

- Official English Score (if available).

* For Master applicants**:**

- Certificate of (Expected) Master’s Degree

- Master’s Degree Transcript in English

: Transfer students are required to submit all university transcripts, both pre- and post-transfer.

- Master’s Degree Thesis

: Only the titles of papers and abstracts should be submitted. If, in accordance with university

regulations or other relevant laws, you obtained a degree without having to write a thesis, you must

submit the necessary documentation.

- Research Achievements (if available).

: Publications including published papers, papers presented at academic conferences, and patents

**English Language Requirements for Admission of 2019 Spring Degree Program**

|  |
| --- |
| **Minimum Scores Required** |
| **Type** | **TOEFL** | **TOEIC** | **TEPS** | **IELTS** |
| iBT | CBT | PBT |
| **Score** | 79 | 213 | 550 | 730 | 630 | 6 |

※ All test scores should be dated within 2 years of the application deadline. During the internship, KIST School supports fee of TOEIC tests.

**Application Form**

|  |  |  |
| --- | --- | --- |
| **□ Personal Information** | ※ Student No.(For official use only)  |   |
| Photo(3cm×4cm) | Name |  (as printed on your passport) |
| Date of Birth |  *(Month/Day/Year)* |
| Country of Residence |  | Nationality |  |
| Gender | □ Male   □ Female | Marital Status  | □ Married   □ Single |
| Final AcademicBackground | □ Bachelor   □ M.S.   |
| Phone No.(for Interview) |  |
| E-mail Address(for Interview) |  |
| Mailing Address |  |
| **□ Program** |
| Research Field of Interest | Research Division | / |
| Center | / |
| ※ Details on KIST’s various research fields can be found at: <http://eng.kist.re.kr> **□ Academic Information** |
| Korean Score(if available) | □ TOPIK  (Score: ) | Validity |  (MM/Yr.-MM/Yr.) |
| English Score(if available) | □ iBT □ CBT □ PBT □ TOEIC □TEPS □ IELTS (Score: ) | Validity |  (MM/Yr.-MM/Yr.) |
| UndergraduateSchool | Name of School |  | Location |   |
| Major |   |
| Period |  (Month/Year - Month/Year) | GPA |   (4.5 or 4/3) |
|   (100) |
| Graduate School | Name of School |  | Location |  |  |   |
| Major |  |
| Period |  (Month/Year - Month/Year)  | GPA |   (4.5 or 4/3) |
|   (100) |

**Essay**

|  |  |
| --- | --- |
| Applicant’s Name |  |
| Final Academic Background | □ Bachelor   □ M.S.   |
|  [Reason for Application] [Strengths & Potential][Future Plans]  |
|  Date |  Signature |

**Confidential**

**Letter of Recommendation**

**Applicant**: Please fill out your name and other information below. Deliver or mail this form to the person who will write the recommendation letter. Ask him/her to seal it in an official envelope and sign the envelope across the back once finished. Unsealed and unsigned recommendation letters will not be accepted.

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

 (signature) (date)

1. Nationality:

3. Desired Degree Program: MS PhD

**To the recommender**: The person named above has applied for the ‘KIST School Scholarship Program’.

We ask your assistance in providing a frank and candid appraisal of the applicant.

1. How long have you known the applicant, and what is your relationship?

2. What do you consider to be the applicant’s strengths and weaknesses?

1. How well do you think the applicant has thought out his/her plans for graduate study?
2. Please appraise the applicant using the table printed below:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | UnusuallyOutstanding(Top 5%) | Superior(Top 10%) | Excellent(Top 15%) | Good(Top Third) | Average(Middle Third) | Poor(Bottom Third) | N/A |
| Academic Achievements |  |  |  |  |  |  |  |
| Intellectual Skills |  |  |  |  |  |  |  |
| Research andCreative Abilities |  |  |  |  |  |  |  |
| Interests andMotivation |  |  |  |  |  |  |  |
| Relevant Work Experience |  |  |  |  |  |  |  |
| Ability to Workwith Others |  |  |  |  |  |  |  |
| Potential for Successin Graduate School |  |  |  |  |  |  |  |

1. Please comment on the ratings you assigned in #4 and make further statements on the applicant’s record, potential, or personal qualities if you feel such statements might impact our consideration of the applicant for the proposed degree program.

Position or Title:

School or Firm:

Address:

(Zip Code : - )

Tel: E-mail:

Date:

Recommender’s Name:

Recommender’s Signature:

Please return this form to the applicant, sealed in an official envelope signed across the back.

We greatly appreciate your taking the time to fill out this letter of recommendation**.**