

Government of Pakistan
Ministry of Finance, Revenue
Economic Affairs, Statistics and Privatization
(Economic Affairs Division)

No. 2(14) SEA/Korea/2018.

Islamabad the 2nd February, 2018

OFFICE MEMORANDUM

SUBJECT: - “2018-KOICA MASTER’S DEGREE PROGRAM IN INDUSTRY & TRADE POLICY” TO BE HELD FROM AUGUST 9, 2018 TO DECEMBER 17, 2019 AT KYUNG HEE UNIVERSITY, SEOUL KOREA

The undersigned is directed to inform that the Korea International Cooperation Agency(KOICA) through Kyung Hee University Seoul & Seongnam, Korea has invited (04) nominations for the above **Fully Funded** Master's Degree Program In Industry and Trade Policy to be held from **August 9, 2018 – December 17, 2019 at Seongnam & Seoul**. The detailed information and application forms can be downloaded from websites www.ead.gov.pk and www.koica.go.kr

2. The eligibility criteria and objectives of the subject courses are as under:

Eligibility Criteria

- Be Government Officers (BS-17 and above) only and nominated by respective Federal Government or Provincial Department having a minimum 2 years of experience in related with agricultural engineering works
- Have a Bachelor Degree or an equivalent to college/university –level educational background.
- Have a good command of both spoken and written English in order to take classes conducted entirely in English and to be able to write academic reports and theses in English.
- Be in good health, both physically and mentally. Pregnancy, HIV/AIDS, tuberculosis or any kinds of contagious disease are regarded as a disqualifying condition for the program.
- Pregnancy is regarded as a disqualifying condition for participation in this program.
- Having Tuberculosis or any kind of contagious disease is regarded as a disqualifying condition for participation in this program.
- Not be a person who has withdrawn from KOICA’s scholarship program.
- Person belonging to the institution in which candidates submitted false documents and returned to his/her country arbitrarily in the middle of SP program cannot apply.
- Have not participated in KOICA’s scholarship program or any of the Korean Government’s Scholarship Program before (Master’s degree program).
- Preferably be under 40 years of age

Objectives

- To build up human resource capability in the areas of industry and trade for partnership countries
- To enhance the ability of industry and trade organization and institutionalization for partnership countries by designing and establishing industry and trade policies suitable for each partnership country’s situation
- To develop industries and increase trade for partnership countries by adopting and conducting the effective industry and trade policies
- To contribute to achieving SDG 8 (creating high quality jobs and sustainable economic growth) and SDG 9 (activating industrialization and innovation, and improving infrastructure)
- To strengthen the human network between Korea and partner countries and improve mutual understanding and collaboration

3. Nominations of suitable candidates fulfilling the laid-down eligibility criteria prescribed by the sponsoring agency duly approved by the competent authority alongwith the following documents may kindly be forwarded to this Division by on **16 February, 2018 (Friday)** positively.

0. Document Checklist	Check all the documents you included in your admission package. Original copy	Check all the documents you included in your admission package. Original copy
1. KOICA Application Form	Complete both KOICA and GSP applications and print out. Should be clearly typed.	Original copy
2. GSP Application Form	Type in English. Handwriting is not acceptable	Original copy
3. Recommendation Letters (two letters)	1) Two recommendation letters from your supervisors or professors are required. 2) The academic recommendation letter should be signed and sealed across the back of its envelope by the recommender. 3) We do not accept recommendation letter via email.	Original Copy
4. Research/Action Plan	Applicants should submit both their Research and Action plans. (GSP Application Form)	Original Copy
5. Degree / Diploma	1) An original copy of bachelor's degree certificate from every institution attended or attending are required. 2) If a degree certificate or degree is unavailable, submit an official letter from the university indicating the date of graduation and the degree conferred.	Certified original copy (Apostille or Consulate Authentication required)
6. Transcripts	1) An original copy of transcript must include a year-by-year record of courses from every institution applicants have attended or are attending. 2) The transcripts should include a statement of personal rank in department, if available. 3) If the CGPA/ maximum score does not appear on the transcript, please submit a proof letter certified by the university, if available.	Certified original copy (Apostille or Consulate Authentication required)
7. English Proficiency Test Reports (EPT) - If applicable	1) TOEFL, TOEIC, or IELTS English proficiency tests should have been taken within two years from the deadline of the application 2) EPT report submission can be waived only for those who apply from a country where EPT is not available. In this case, applicants are required to submit an official letter (free style) from the minister or governor of one's affiliation which states that one's English proficiency is equivalent to the required scores listed in 1.	Original copy
8. Copy of passport (Applicant's)	A copy of passport (Include a copy of the page showing the passport number, date of issue and expiration, photo, and name.)	Copy (Optional)
9. Copy of identity documents (Parent's)	An official document indicating parents' nationality, e.g. passports, national ID cards, etc. (Include a copy of the page showing the passport number, date of issue and expiration, photo, and name.)	(Optional)
10. Employment Certificate - If applicable	An official document proving your work experiences which should include the duration of employment, position, and job description should appear on the certificate or letter.	Original copy (Optional)
11. Two Passport-size Photos(3 x 4 cm)		Original copy (Optional)
12. Doctor's Opinion Paper about Health Check-up Review		Original copy (Optional)

1) Application form (Duly filled in)

04 copies

2) Proforma for Foreign Training

01 Copy (Duly filled and Singed)

3) Surety Bonds

01 Copy

4) Undertaking

01 Copy

5) Passport Copy

04 Copies

6) Copy of National Identity

04 copies

4. Incomplete/late submission of documents/nomination will not be accepted. Moreover; any deliberate provision of wrong information on the part of the candidate shall be viewed seriously.

Section Officer (SEA)

Ph. No. 051-9202084/Fax: 051-9211822

- 1) Secretary, Cabinet Division, Islamabad
- 2) Secretary, Establishment Division, Islamabad
- 3) Secretary, Capital Administration and Development Division, Islamabad
- 4) Secretary, Ministry of Commerce Division Islamabad
- 5) Secretary, Ministry of Statistics, Division Islamabad
- 6) Secretary, Finance Division, Islamabad
- 7) Secretary, Ministry of Planning, Development & Reform, Islamabad
- 8) Secretary, Ministry of Industries, & Production, Islamabad
- 9) Secretary, Ministry of Overseas Pakistanis and Human Resources, Development, Islamabad
- 10) Secretary, Ministry of Federal Education & Professional Training, Islamabad
- 11) Chairman, Federal Board of Revenue, Islamabad
- 12) Chairman, Board of Investment, Islamabad
- 13) Chairman, Higher Education Commission, Islamabad
- 14) Chief Executive Officer, Trade Development Authority of Pakistan, Shakra-i-Faisal, Karachi

Copy forwarded for similar action to:

- 1) Chairman, Planning & Development Board, Government. of Punjab, Lahore
- 2) Chairman, Planning & Development Board, Government of Sindh, Karachi
- 3) Additional Chief Secretary, Planning & Development Department, Government of Khyber Pakhtunkhwa, Peshawar
- 4) Additional Chief Secretary, Planning & Development Department, Government of Baluchistan, Quetta
- 5) Additional Chief Secretary, Planning & Development Department, Govt. of Azad Jammu & Kashmir, Muzaffarabad
- 6) Secretary, Planning & Development Department, Government of Gilgit Baltistan, Gilgit
- 7) Additional Chief Secretary, FATA Secretariat, Peshawar
- 8) Secretary, Trade, Industries and Commerce Department, Government of Punjab, Lahore
- 9) Secretary, Trade, Industries and Commerce Department, Government of Sindh, Karachi
- 10) Secretary, Trade, Industries and Commerce Department, Government of Khyber Pakhtunkhwa, Peshawar
- 11) Secretary, Trade, Industries and Commerce Department, Government of Balochistan, Quetta
- 12) Secretary, Trade, Industries and Commerce Department, FATA Secretariat, Peshawar.
- 13) Secretary, Trade, Industries and Commerce Department, Government of Azad Jammu & Kashmir (AJK), Muzaffarabad
- 14) Secretary, Trade, Industries and Commerce Department, Government of Gilgit Baltistan, Gilgit.
- 15) Joint Secretary (Training), Establishment Division, Islamabad
- 16) Section Officer (Admin) EAD

Cc:

- 1) Joint Secretary (EC) EAD
- 2) Joint Secretary, (Admin) EAD
- 3) SO (UN-II)/Secretary (FTC), EAD
- 4) Network & System Administrator, EAD