

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

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No. 2(15) SEA/Korea/2018

Islamabad, the 2<sup>nd</sup> February, 2018**OFFICE MEMORANDUM**

**SUBJECT: - "2018-KOICA MASTER'S DEGREE PROGRAM IN URBAN DEVELOPMENT POLICY" TO BE HELD FROM AUGUST 9, 2018 TO JANUARY 12, 2020 AT SEOUL & SEONGNAM, SEOUL KOREA**

The undersigned is directed to inform that the Korea International Cooperation Agency(KOICA) through Seoul & Seongnam, Korea has invited (04) nominations for the above Fully Funded Master's Degree Program In Urban Development Policy to be held from August 9, 2018 – January 12, 2020 at Seongnam & Seoul. The detailed information and application forms can be downloaded from websites [www.ead.gov.pk](http://www.ead.gov.pk) and [www.koica.go.kr](http://www.koica.go.kr)

2. The eligibility criteria for the above Master's Programme 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
- Be a government employee. With a minimum of 2 years of experience in the field of study  
 \* Exception - Applicants with a 'development NGO' background may apply for the program with two letters of recommendations: - Your government office; and -Korean Embassy, world widely known NGO, UN-associated organizations, or the KOICA Organization within your region.  
 - Those with disabilities, but in good mental and physical health, are eligible to apply. - Those with severe illness are NOT ELIGIBLE to apply.
- Have a completed 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 to participate in this program.
- Be under age 40 as of February 1<sup>st</sup>, 2018

**Objective:**

- To educate governmental officials of developing countries in the areas of urban planning and development in order to enhance their comprehensive competency for urban-related tasks
- To share technologies relating to urban planning and development
- To help enhance capabilities for coping with various urban problems especially in developing countries
- To share Korea's experience in urban planning and development as well as its application to and implementation in the developing countries, and to foster pro-Korean leaders

3. Nomination of suitable candidates fulfilling the laid-down eligibility criteria (with all the required documents of check list & eligibility criteria as mentioned above) prescribed by the sponsoring agency duly approved by the competent authority along with the documents may kindly be forwarded to this Division by the close of business hours (4 PM) on 16 February, 2018 (Friday) positively.

1. Chung-Ang University Form 1: Document Check List
2. Chung-Ang University Form 2: Application Form (Type in English and Print out, Hand writing is not acceptable)
3. Chung-Ang University Form 3: Personal Statement and Study Plan (Type in English and print out, hand writing is not acceptable)
4. Curricular Vitae
5. Chung-Ang University Form 4: Recommendation: from two different professors with a stamp or signature on a sealed envelope by the recommender (Print twice and to be completed by each of your two professors)

6. A Copy of the Applicant's Passport (please check the expired date.) Copies of Parents' Passports (or other official documents indicating parents' nationality such as Identification Card)
  7. Official document indicating parent-child relationship between the applicant and parents: Applicant's Birth Certificate or Household Register proving the parentchild relationship
  8. Verification of Academic Record (Undergraduate transcript, sealed by president)
  9. Certificate of Employment (if applicable)
  10. Certificate proving English Proficiency (if applicable): Please submit a score report of a recognized English Proficiency Test such as TOEFL , TEPS, IELTS or any other supporting documents which demonstrate appropriate English language proficiency.
  11. Doctor's opinion paper about health check-up review
- |    |                                   |           |
|----|-----------------------------------|-----------|
| 1. | Application form (Duly filled in) | 04 copies |
| 2. | Proforma for Foreign Training     | 01 Copy   |
| 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: 051-9202084/Fax: 051-9211822

1. Secretary, Cabinet Division, Islamabad
2. Secretary, Establishment Division, Islamabad
3. Secretary, Capital Administration & Development Division, Islamabad
4. Secretary, Ministry of Planning, Development & Reform, Islamabad
5. Secretary, Ministry of National Food Security & Research, Islamabad
6. Secretary, Ministry of Federal Education & Professional Training, Islamabad
7. Chairman, Higher Education Commission, Islamabad
8. Chairman, Pakistan Agriculture Research Council (PARC), Islamabad.

**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, Agriculture Department, Government of Punjab, Lahore
9. Secretary, Agriculture Department, Government of Sindh, Karachi
10. Secretary, Agriculture Department, Khyber Pakhtunkhwa, Peshawar
11. Secretary, Agriculture Department, Government of Baluchistan, Quetta.
12. Secretary, Agriculture Department, Government of Azad Jammu & Kashmir (AJ&K), Muzaffarabad.
13. Secretary, Agriculture Department, Government of Gilgit Baltistan, Gilgit.
14. Joint Secretary, (Training), Establishment Division, Islamabad

**Cc:**

1. Joint Secretary (Admin), EAD
2. Section Officer (Admin) Secretary (FTC), EAD
3. Section Officer (Admin), EAD
4. Network & System Administrator, EAD