



**The Korea-LAC Scholarship
Program (KLSP)
Improving Public Management in
Latin America and the Caribbean**

I. About the Korea-LAC Scholarship Program (KLSP)

Quality public management is a powerful tool for generating further development. Dynamic civil servants with the skills necessary to design, implement and evaluate successful public policies are essential for attaining this goal. The Inter-American Development Bank (IDB), with the financial support of the Korea Poverty Reduction Fund, has launched the Korea-LAC Scholarship Program (KLSP). KLSP aims at strengthening the public sector workforce of the 22 eligible Latin American and Caribbean countries.

Under this initiative, a group of 12 mid-level public officials will receive full academic scholarships to study a Master's program in Public Management (MPM, Tracks: i) Public Management; ii) Public Policy) in English at the Graduate School of Governance (GSG), Sungkyunkwan University (SKKU) in Korea.

Proposed Program Name and Degree to be Offered

The Master of Public Management (MPM)

Aims and Objectives of the MPM program: The proposed MPM aims to strengthen the public sector workforce of Latin America and Caribbean (LAC) by providing an integrative educational program with a balanced curriculum that trains public officials in both managerial skills and analytical policy expertise. The program has three specific objectives:

1. To foster the skills, intuition, and flexibility required to be effective leaders and professionals in the public sector;
2. To equip a broad range of analytical competency to devise concrete solutions to complex problems; and
3. To integrate theoretical learning with opportunities for practical applications

KLSP MPM Curriculum

The MPM will require a total of 39 credits of graduate courses taken over 18 months during four semesters. To better accommodate student's individual academic interests and professional aspirations, students must select into one of two concentration tracks, *Public Management* and *Public Policy*, during their first semester. Students in the MPM will be required to take five core courses (15 credits), four elective courses (12 credits), a

MPM Practicum course (6 credits), one internship course (3 credits), and the Samsung-MPM Training Program (3 credits). Elective courses will vary depending on the selected track of study.

Required Core Courses (each 3 credits): All students take the five core courses.

- ① Theories and Praxis of Public Management;
- ② Development and Governance;
- ③ Research Design and Methods;
- ④ Management Science and Statistical Methods;
- ⑤ Public Policy: Theory and Practice.

Elective Courses (each 3 credits): Within each track, students will choose four courses among the elective courses.

Track 1: Public Management	Track 2: Public Policy
Public Financial Management (Both Tracks 1 and 2)	
Seminar in Human Resource Management	E-government and E-Strategy
Information Communication Technology (ICT) and Public Management	Urban Policy and Management
Organizational Theory and Behavior	Dynamics of Policy Process
Disaster Management	Government Regulatory Policy
Innovation and Development	Program Evaluation

Note: The exact name of the courses may vary depending on the lecturer.

Internship Course (3 credits): All students will participate in a four-week long internship program during the winter semester.

MPM Practicum (6 credits): The MPM Practicum is a twelve-week long course offering students an opportunity to integrate and apply their academic learning across various disciplines represented in the MPM core to a real world public problem. An important attribute of this course is that students are challenged to analyze and produce solutions in a setting similar to professional reality where the topic and people they work with are not self-selected. As such, students work on a topic of policy relevance which is revealed on the first day of class and in groups to which they are assigned by the instructor. The completion of this project requires a great amount of flexibility and collaborative effort.

Samsung-MPM Training Program (3 credits): This course offers students the opportunity to gain knowledge and experience on successful Korean private-public partnerships (PPP), public official training, while, at the same time, earning academic credit towards completion of their degree program. Utilizing GSG's close relationship with Samsung, this program has been created in collaboration with the Samsung Human Resources Development (HRD) Center. Specifically, the Samsung HRD Center will provide training on "*Creative Management*" for three weeks via special lectures, field trips, and student colloquiums. The training will focus on examining and analyzing a number of Korean case studies through which innovation and collaborative efforts among various actors across sectors have successfully overcome regional, national, and global public challenges. Upon completion of training by the Samsung HRD center, site visits and special lectures at the Korean Central Officials Training Institute (COTI) as well as the Seoul Human Resources Development Center (SHRDC) are planned. COTI serves as the central training agency for government officials in Korea and is committed in enhancing the capacity and knowledge of civil servants from LACs through collaboration with the GSG at SKKU. Likewise, the SHRDC serves as the training agency for Seoul local government officials and is committed in providing special lectures to government officials from LACs through the KLSP at the GSG. Under the guidance and direction of our faculty, MPM students will design a final project applying the tools and insight gained from the training and site visits in the context of their home country. The completed paper or project is evaluated by university faculty.

Link to GSG, SKKU website: <http://gsg.skku.edu/>

II. Requirements and Deadlines

To be admitted to the MPM program, applicants must display that they are academically, mentally, and physically prepared to face the challenges of a highly demanding MPM curriculum. Applicants who hold a degree from any undergraduate program can apply. In the screening and selection process, the applicant's academic interest and work experience will be considered.

Preferably, applicants should be a mid-level public official with at least considerable experience (i.e., preferably at least 5 years) in the field of public management and public policy. All documents including

application form, self-introduction, study plan, official transcript (undergraduate and graduate work), diploma or certificate of graduation, recommendation letters, employment verification, etc. will be evaluated. Detailed information on application requirements, process, and deadlines are provided below.

Application Requirements

You are required to submit the following materials via email to our KLSP Coordinator, Reginald Ugaddan, at rgu1216@skku.edu. All necessary documents can be found at the end of this document.

1. Application Form
2. Self-introduction Form
3. Curriculum Vitae (or Resume)
4. Study Plan
5. Two Recommendation Letters
6. Original copy of official transcripts (undergraduate work; include official transcript of previously attended graduate institution, if available)
7. Original copy of diploma or certificate of graduation from undergraduate institution (include certificate of diploma of graduation from graduate institution, if available)
8. Letter of consent for Degree verification
9. Letter of request for Degree verification
10. Certified copy of TOEFL, TOEIC, IELTS (if available)
11. Employment verification
12. Copy of passport; two photos (3cm x 4cm)

Note:

- Your application is completed only when you have submitted all required documents. Applicants who have not properly prepared the required documents will not be selected.
- All documents should be original; however, you may submit documents only if they are attested.
- All documents in a foreign language other than English must be accompanied by a notarized English translation.
- None of the submitted records and documents will be returned.

Admission Schedule

Activity	Date
Submission of application and required documents	By April 28, 2017
Interview	May 15-17, 2017
Announcement of final selection results	Week of June 19, 2017
Start of degree program	August 28, 2017

Note: Announcement of application results will be sent via email to individual applicants. Please make sure to provide information on a valid email address in the application material and check your email regularly on the relevant dates!

III. Eligibility

Eligibility requirements apply at the time of application. Applicants must meet all of the following requirements:

- Be a citizen of one of the 22 eligible LAC countries:
Bahamas, Barbados, Belize, Bolivia, Chile, Colombia, Costa Rica, Dominican Republic, Ecuador, El Salvador, Guatemala, Guyana, Haiti, Honduras, Jamaica, Nicaragua, Panama, Paraguay, Peru, Suriname, Trinidad and Tobago, Uruguay
- A Bachelor's degree or equivalent with superior academic records
- At least 5 years of full-time professional working experience in the public sector (acquired after a university degree)
- Candidates must agree to return to their home country upon completion of studies. If not, the participant must refund the total amount of the scholarship (the signature of a statement of commitment is mandatory).
- Upon their return, candidates must agree to work in the public sector for at least 24 consecutive months. If not, the participant must refund the total or partial amount of the scholarship (the signature of a statement

of commitment is mandatory).

- Applicants living or working in a country other than their home country are not eligible.
- Persons already enrolled in a graduate degree program are not eligible.
- Executive directors, alternate directors, consultants, and relatives of the aforementioned are not eligible.
- The university applicants graduated from must be an officially approved institute of higher education by the national governments. If there are any problems or reasons for disqualification, admission will be cancelled
- For students who have graduated from foreign universities, applicants need to actively cooperate when asked to make inquiries to their graduate universities even after their entrance. If a student is uncooperative, he/she will be regarded as disqualified and therefore their admittance will be cancelled.

Further questions with regard to the application should be sent to the KLSP Coordinator, Reginald Ugaddan at rgu1216@skku.edu

Checklist of Documents to be submitted

SungKyunKwan University
Graduate School of Governance

* Please check <V> under the 'Mark', if you submit the required documents and send it along with your original documents.

* Application to the MPM program requires the submission of the following documents:

No	Documents	Mark
1	Completed application form	
2	Self-introduction	
3	Curriculum Vitae	
4	Study plan	
5	Two recommendation letters	
6	Original copy of official transcripts (undergraduate work; include official transcript of previously attended graduate institution, if available)	
7	Original copy of diploma or certificate of graduation from undergraduate institution (include certificate of diploma of graduation from graduate institution, if available)	
8	Letter of consent for degree verification	
9	Letter of request for degree verification	
10	Certified copy of TOEFL, TOEIC, IELTS (if available)	
11	Employment verification	
12	Copy of passport; Two photos (3cm x 4cm)	

Name : _____(Signature)

Date : _____

APPLICATION FOR ADMISSIONS

SungKyunKwan University

Graduate School of Governance

- Please type or print in English or Korean. Don't use cursive script, please.

Office of Admissions: Room 423, Law School Building, SungKyunKwan University, Myeongnyun-dong 3-ga, Jongno-gu, Seoul 110-745, KOREA (Tel. +82-2-740-1880)

			Registration No.	※
COLLEGE / DIVISION				Photo (4cm*3cm)
Are you applying as a	<input checked="" type="checkbox"/> Master's program	<input type="checkbox"/> Doctoral Program		
For the term beginning	<input checked="" type="checkbox"/> Fall, 2017			
PERSONAL INFORMATION				
English Name				
	Family/Last	First	Salutation	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.
Passport Number				
Nationality			Place of Birth	
Date of Birth (dd/mm/yyyy)			Marital Status	<input type="checkbox"/> Single <input type="checkbox"/> Married
Mailing Address				
E-mail		Telephone		
CAREER INFORMATION				
Agency			Position	
Division				
ACADEMIC INFORMATION				
	Date of entry	Date of graduation	School's Name	
High Schools				
School's Complete Address, including Country (English)				
Undergrad 1				
School's Complete Address, including Country (English)				
Undergrad 2				
School's Complete Address, including Country (English)				
Graduate				
School's Complete Address, including Country (English)				
I declare that the information contained in this application is complete, accurate and true. I understand that any untrue, misleading or omitted information may result in my disqualification from further consideration for admission and will be cause for the rescinding of any offer of admission, or for discipline, dismissal, or revocation of degree if discovered at a later date.				
Applicant's Signature _____				Date (DD/MM/YY) _____



Self-Introduction

SungKyunKwan University

Graduate School of Governance



Fall – 2017

Applying Track	<input type="radio"/> Public Management <input type="radio"/> Public Policy	Name	
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(Within 500 words)



Study Plan



SungKyunKwan University
Graduate School of Governance

Fall – 2017

Applying Track	Public Management ()	Name	
	Public Policy ()		

※ Describe your study plan according to headings below.(within 500 words each; in English)

- 1. Personal academic orientation
- 3. Future study plan

- 2. Reason of application and personal goal



LETTER OF CONSENT



SungKyunKwan University
Graduate School of Governance

To whom it may concern:

This letter is to confirm that I attended (♣Name of school).

I have applied to Sungkyunkwan University in Seoul, Korea for the 2017 academic year and have agreed to allow Sungkyunkwan University to officially request my academic records from the schools I previously attended.

In this regard, I would like to request your full assistance when the University Admissions Office contacts you regarding verification of enrollment and transcripts.

(※ **Applicants should write on the lines marked by ♣**).

Enrolled Name: ♣ _____

Student ID Number: ♣ _____

Date of birth: ♣ _____

Date of admission (transfer): ♣ _____

Date of graduation (withdrawal): ♣ _____

Sincerely yours,

♣ _____

Signature

♣ () - () - **2017**

Date

LETTER OF REQUEST

SungKyunKwan University Graduate
School of Governance

(※ Applicants should write on the lines marked by ♣). Date: ♣
_____ (dd/mm/yyyy)

School Name: ♣ _____
Address: ♣ _____
Zip code: ♣ _____ Tel: ♣ _____
Fax: ♣ _____ E-mail: ♣ _____
Student Name: ♣ _____ Student ID Number: ♣ _____

Subject: Requesting Student Information

Dear Sir or madam,

The above applicant has submitted educational documents issued by your institution to our university. We ask you to verify the accuracy and authenticity of the enclosed documents. We need your confirmation about his/her graduation, major field, and the date of graduation. Please complete below and return this document to our office. You can respond via fax or mail.

Thank you for your cooperation. We look forward to hearing from you soon.

Sincerely,

Vice President of Admissions _____

Questions to verify student information

Students name: _____
Degree: _____
Major: _____
Date conferred: _____
Name of institution: _____

Signature of University Official _____

Leadership / Influence	<input type="checkbox"/>					
Emotional maturity	<input type="checkbox"/>					
Written/ Oral expression	<input type="checkbox"/>					

Please comment on the nature and quality of the applicant's academic performance and potential. We are especially interested in your evaluation of the applicant's academic achievement, motivation, originality of thought, creativity, intellectual depth or breath, and academic promise. Please comment on the applicant's strengths and weaknesses on this form, too. Describe in what academic subjects you have taught this student, including course titles and grades she earned. Enclose your recommendation in a sealed envelope, sign across the seal, and mail your recommendation directly to Office.

(Attach additional sheets if necessary)

Name _____ Institution _____

Position _____

Telephone _____ E-mail _____

Address _____

Signature

Date (DD/MM/YYYY)