**Ewha-KOICA Master’s Program in International Studies**

**(Capacity Development of Women Leaders)**

**Checklist of Documents to Be Submitted**

**All of the following application materials should be sent to the regional KOICA office (if available) or the relevant government office. Please do not send the materials to Ewha Womans University.**

**■ Name :**

**■ Nationality :**

**■ E-Mail :**

**■ Mobile Number :**

|  |  |  |
| --- | --- | --- |
|  | **Document** | **Check if submitted** |
| Required | 1. KOICA application form |  |
| Required | 2. Completed application form of Ewha GSIS |  |
| Required | 3. Statement of purpose (250-500 words in English, typed) |  |
| Required | 4. Essay on women leadership (within 1,000 words) |  |
| Required | 5. One letter of recommendation from a person who has known the applicant enough to write with authority (e.g., professor, or expert) |  |
| Required | 6. One letter of recommendation from the present working organization |  |
| Required | 7. Photocopied Bachelor’s degree (or if applicable, college diplomas, Master’s degree, or proof of prospective graduation) |  |
| Required | 8. Official undergraduate academic transcript (It should include accumulated GPA or total score. If the transcript does not indicate GPA, then the total score should also be converted to a percentage (out of 100%) and be stated officially) |  |
| Additional | 9. English-proficiency test result from one of the following: TOEFL, TOEIC or IELTS (if applicable) |  |
| Additional | 10. Certificate of employment (if applicable) |  |
| Required | 11. Copy of passport (If the passport is not issued yet, a copy of national ID card should be submitted. Please send the copy of passport immediately as soon as it is issued) |  |
| Required | 12. Two passport-size photos (One should be attached on the Ewha GSIS application form) |  |

※ All documents (Diplomas, Transcripts, Statement of Purpose, Recommendation Letters, etc.) **must be original, in English**.

**This is to certify that I have submitted all the above required documents in order to apply for 2014 KOICA Scholarship Program.**

**■ Date :**

**■ Signature :**