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Government of Pakistan  
Economic Affairs Division  
SEA Section

No. 2(8) SEA/2012

Islamabad, the February 7, 2012

**OFFICE MEMORANDUM**

**SUBJECT: MASTER DEGREE PROGRAMME IN "PUBLIC ADMINISTRATION" DURATION AUGUST 2012-DECEMBER 2013 OFFERED BY THE KOREA INTERNATIONAL COOPERATION AGENCY (KOICA), KOREA**

The undersigned is directed to refer to the subject noted above and to state that the Government of Republic of Korea under KOICA has invited nominations for the subject fully funded Master's Degree training programme for the year 2012-2013. Please refer to the following site for more detailed information and application form: <http://gmpa.snu.ac.kr> and [www.eacl.gov.pk](http://www.eacl.gov.pk).

2. The eligibility criteria for the above Master's Programme are as under:

**Eligibility Criteria**

- M/S  
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Sany (HRM)
- Be a government official or employee in public sector. Private sector employees are not eligible. However if the applicant work in a development non-governmental organization (NGO) or UN-associated organization, they can apply on the condition that he/she obtains a recommendation from the government Ministry which covers the organization.
  - University/college graduate or have an equitant educational background.
  - Be nominated by his or her Government.
  - Have sufficient command of both spoken & written English to take classes conducted entirely in English.
  - Be in good health, both physically and mentally, pregnancy, HIV/AIDS, tuberculosis or any kind of contagious disease are regarded as a disqualifying conditions for the programme;
  - Be required not to bring any family members (dependents) to korea for the intensive study.
  - Have not ever participated in KOICA's scholarship programme or any of its kind before.
  - Have not withdrawn from KOICA SP programme due to submission of false documents, below average school performance, or violation of school regulation.

**Objective:**

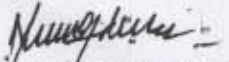
- To train global leaders among public officials in developing countries to promote economic and social development.
- To equip public officials with administrative capacity based on knowledge of human resource, organization, finance and policy experts.
- To share the Korean experience in development administration to ultimately assist participants in promoting development in their home country.

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3. Nomination of suitable candidates fulfilling the laid-down eligibility criteria prescribed by the sponsoring agency duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by **February 17, 2012** Positively.

1. KOICA application form .....	4 Copies
2. Seoul National University Form 1: Application Form.....	2 copies
3. Seoul National University Form 2: Personal Statement and Study Plan	2 copies
4. Seoul National University Form 3: Recommendation: Download <u>twice</u> this form and to be Completed by each of your two professors.	2 copies
5. Seoul National University Form 4: Financial Certification	2 copies
6. Transcript, Graduation Certificates and/or Degree Certificates: should be <u>notarized</u> by Ministry of Foreign Affairs or Korean Embassy in your country	2 copies
7. Seoul National University Form 5: Permission of Inquiry of Certificate of Entry and Exit	2 copies
8. Agreement for Verification of Academic Record	2 copies
9. A copy of your passport	2 copies
10. Curriculum Vitae	2 copies
11. Doctor's opinion paper about Health Checkup review	2 copies
12. Two passport-sized photos	2 copies
13. Certificate of Employment (if applicable)	2 copies
14. English Proficiency (if applicable)	2 copies
15. Proforma for Foreign Training	1 copy
16. Surety Bonds/Undertaking.	1 copy
17. Passport Copy	1 copy
18. Copy of National Identity Card	1 copy

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.

  
Muhammad Tahir  
Section Officer (SEA)  
Ph: 9202084

1. Secretary, Federal Board of Revenue, Islamabad
2. Secretary, Planning and Development Division, Government of Pakistan, Islamabad
3. Secretary, Establishment Division, Government of Pakistan, Islamabad
4. Secretary, Ministry of Interior, Government of Pakistan, Islamabad
5. Joint Secretary (Admn), Prime Minister Secretariat (P), Government of Pakistan, Islamabad
6. Chief Commissioner, Islamabad Capital Territory (ICT), Islamabad

Copy forwarded for similar action to:-

1. Chairman, P&D Board. Govt. of Punjab, Lahore.
2. Addl. Chief Secretary, P&D Deptt. Govt. of Sindh, Karachi.
3. Addl. Chief Secretary, P&D Deptt. Govt. of Balochistan, Quetta.
4. Addl. Chief Secretary, P&D Deptt. Govt. of NWFP, Peshawar.
5. Chief Secretary, Govt. of AJK, Muzaffarabad.
6. Chief Secretary, Northern Areas, Gilgit Baltistan
7. SO(Admin.), EAD