

# ROK-KAU 2024 Korea's Fellowship Programme on Global Aviation Policy

August 5, 2024 – December 19, 2025

Goyang, Republic of Korea



*\*Participants are strongly advised to thoroughly read and follow the provided instructions in the Program Information.\**

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# I . PROGRAMME OVERVIEW

■ **Programme Title:** 2024 Korea's Fellowship Programme on Global Aviation Policy

■ **Duration**

- **Stay duration:** August 5, 2024 ~ December 19, 2025 (17 months)

*During the 17 months at Korea Aerospace University, students are strongly recommended to complete their thesis.*

- **Academic duration:** August 26, 2024 ~ November 28, 2025 (17 months)

*The diploma will be issued before the return, contingent on the successful completion of the thesis.*

■ **Degree:** Master of Science in Aviation Policy

■ **Objectives**

- 1) To provide high-quality education for the aviation practitioners and professionals from developing countries, offering theoretical and practical knowledge and skills in the fields of (a) aviation policy and management and (b) aviation and airport operation;
- 2) To cultivate a pool of future international experts who can actively engage in and play meaningful roles in the international aviation sector;
- 3) To conduct academic research to improve understanding of the mechanisms in the international aviation sector and policy dynamics in each participating country;
- 4) To share Korea's development experience, which can be practically applied to endeavors aimed at achieving economic development and improving conditions in airports and the aviation sector in the participant's country;
- 5) To establish cooperative relationships between Korea and partner countries through the global network of international aviation, and to nurture pro-Korean leaders in the global arena.

■ **Training Institute:** Korea Aerospace University

■ **Number of Participants:** 25

■ **Language:** English fluency that requires no translation

■ **Accommodation:** Eun-lk Residence Hall, the on-campus dormitory room (double-occupancy)

## II. PROGRAMME DETAILS

### 1. ACADEMIC SCHEDULE

Session	Date (YYYY.MM.DD)	Contents / Remarks
<b>Preparatory Session</b>	2024.08.05 – 2024.08.09	Arrival, Orientation, Medical Check-up
<b>Pre – Course</b>	2024.08.12 – 2024.08.23	2 weeks
<b>Fall Semester (1st semester)</b>	2024.08.26 – 2024.12.13	15 weeks
<b>Winter Session (KAC Field Placement I)</b>	2025.01.06 – 2025.02.07	5 weeks
<b>Spring Semester (2nd semester)</b>	2025.03.04 – 2025.06.13	15 weeks
<b>Summer Session (KAC Field Placement II)</b>	2025.06.30 – 2025.08.01	5 weeks
<b>Fall Semester (3rd semester)</b>	2025.08.18 – 2025.11.28	15 weeks
<b>Colloquiums (Academic Seminars)</b>	Week of 2025.5.19 – 2025.5.23	
	Week of 2025.11.17 – 2025.11.21	
<b>Wrap-up Session</b>	2025.10	Thesis Submission
	2025.12.12	Graduation Ceremony
	2025.12.19	Departure

\*The above schedule is subject to change.

\*\*A detailed Program Schedule will be provided upon arrival.

### 2. CURRICULUM

#### 1) Master of Science in Aviation Policy

This master's degree program is designed to establish a sustainable and stable development foundation for aviation in developing countries by nurturing talented government officials in the aviation sector. The degree is granted upon completion of the required 33 credit hours and the master's thesis.

## A. Curriculum and credits

- The total number of credits required to complete the Master's program: **33 credits**

Classification		Type	Course Title	Credits	
Pre-Courses		Required	Korean Language and Culture		
Courses	Core	Required (9)	Research Methodology	3	
			KAC Field Placement I	3	
			KAC Field Placement II	3	
		Electives (6)	Strategic Management	3	
			Air Transportation and Airport Marketing	3	
			Aviation Finance	3	
			Fundamentals of the Air Transportation Systems (FATS)	3	
		Research (6)		Research I	2
				Research II	2
	Research III			2	
	Aviation Policy and Management		Electives (12)	Planning and Design of Airports	3
				Global Aviation Industry	3
				International Air Transport Law and Global Aviation Policy	3
				Airport & Airline Management	3
				Supply Chain Management in Aviation	3
	Aviation and Airport Operation		Electives (12)	Airport Ground Access Transportation and Intelligent Transport Systems	3
				Airport Operation	3
				Aviation Security and Safety	3
				Airport Design with Simulation	3
Airspace Safety and Efficiency				3	

## B. Credits to be completed per semester

- As shown in the table below, students must complete a total of 33 credits to graduate.

Session	Type	Course Title (Credits)
Pre-Courses	Required	· Korean Language and Culture
Fall Semester (1 <sup>st</sup> semester)	Required	· Research I (2) · Research Methodology (3)
	Electives	· Strategic Management (3) · Fundamentals of the Air Transportation systems (FATS) (3)
Winter Session	Required	· KAC Field Placement I (3)
Spring Semester (2 <sup>nd</sup> semester)	Required	· Research II (2)
	Electives	· Aviation Finance (3)  <b>[Aviation Policy and Management]</b> · Global Aviation Industry (3) · International Air Transport Law and Global Aviation Policy (3)  <b>[Aviation and Airport Operation]</b> · Air Transport Forecasting (3) · Airport Operation (3) · Airspace Safety and Efficiency (3)
Summer Session	Required	· KAC Field Placement II (3)
Fall Semester (3 <sup>rd</sup> semester)	Required	· Research III (2)
	Electives	· Air Transportation and Airport Marketing (3)  <b>[Aviation Policy and Management]</b> · Planning and Design of Airports (3) · Airport & Airline Management (3) · Supply Chain Management in Aviation (3)  <b>[Aviation and Airport Operation]</b> · Airport Design with Simulation (3) · Aviation Security and Safety (3)

\*The above curriculum is subject to change.

## **C. Course Description**

### **[Research Methodology / Core -Required / 3 Credits]**

The purpose of this course is to assist graduate students in developing their own research proposals. The course consists of two stages. In the first stage, students focus on a textbook and selected academic literature regarding research methodology. In the second stage, students discuss their research proposals.

### **[KAC Field Placement I / Core - Required / 3 Credits]**

This course assigns work experience in the Korea Airports Corporation (KAC), one of the leading airport management organizations in the world. The course is composed of three sub-courses, Airport Operation, Airport Planning and Aviation Safety & Security. Each subject focuses on on-site sessions, airport tours and case studies so that students can develop their business skills through a practical curriculum.

### **[KAC Field Placement II / Core - Required / 3 Credits]**

This course continues the assigned work experience with the Korea Airports Corporation (KAC). The course is composed of two sub-courses – Smart Airports and ICAO Aviation Security Manager – as well as an internship. Students can develop their business skills through on-site sessions, airport tours and case studies.

### **[Strategic Management / Core - Electives / 3 Credits]**

This course is a study of strategic management and practice, emphasizing the management functions of planning, decision-making, organizing, leading and controlling.

### **[Air Transportation and Airport Marketing / Core - Electives / 3 Credits]**

This course is designed to provide students with a basic knowledge of the marketing and management aspects in the air transportation and airport industry. It also provides students opportunities to learn how to carry out marketing planning in the aviation industry with a focus on product, price, place and promotion.

### **[Aviation Finance / Core - Electives / 3 Credits]**

The course is designed to cover airline finance, aircraft finance, and airport finance. Students will learn to analyze airline's financial performance with introduction to airline capital structure and cost classification, hedging, cash management and financial planning. Students will also learn the key leasing and financing schemes for the purchase and operation of aircraft including straight purchases, secure loans, and government/manufacturer assistance. Airport financing will focus on how to finance expansion and diversification to keep up with the increasing demand for air travel.

**[Fundamentals of the Air Transport System (FATS) / Core - Electives / 3 Credits]**

An overall review of air transportation systems is provided. The topic includes air law, aircraft, operations, navigation, airports, security and the environment.

**[Planning and Design of Airport / Aviation Policy and Management Electives / 3 Credits]**

Basic concepts and analysis methods for airport master planning will be taught. Subjects include aviation demand forecast, designing hourly volume, capacity analysis and feasibility studies. Special lectures on the design of airside facilities and passenger terminal buildings will be supplemented by guest speakers.

**[Global Aviation Industry / Aviation Policy and Management Electives / 3 Credits]**

The main object of this course is to enlarge the understanding of the global aviation market structure and its relevant changes. The course will provide a systematic approach for students on detailed subjects, including the aviation market structure, demand evolution in markets and the ecosystem of the aviation industry.

**[International Air Transport Law and Global Aviation Policy / Aviation Policy and Management - Electives / 3 Credits]**

In this course, the concept of international aviation law and its regulations will be discussed, and various issues related to the effects of aviation policy will be provided. In particular, political issues in the global aviation market will be discussed with a focus on the American, European and Asian aviation markets.

**[Airport & Airline Management / Aviation Policy and Management - Electives / 3 Credits]**

Airport management principles involving the changing nature and components of airports, airport economics and the organizational structure of airports are studied. Also, airline management principles involving aviation statistics, production, revenue, sales, costs and routes are studied.

**[Supply Chain Management in Aviation / Aviation Policy and Management - Electives / 3 Credits]**

This course serves as an introduction to supply chain management in the aviation industry.

**[Air Transport Forecasting / Aviation and Airport Operation - Electives / 3 Credits]**

The course introduces theories and concepts that are useful in air transport planning. The course will review transportation modeling and forecasting in the context of transportation planning process. Topics to be covered include both theories and



applications from fundamental economic concepts applied to transportation to four step travel demand modeling. The course will present a systematic approach for planning transportation systems, including the air traffic demand forecast, investment models, and programming.

**[Airport Operation/ Aviation and Airport Operation - Electives / 3 Credits]**

This course is designed to introduce overall airport operation, including airport operational system, peak capacity, noise control, ground handling, baggage handling, passenger terminal operations, airport security, cargo operations, emergency operation, technical service and airport access.

**[Aviation Security and Safety / Aviation and Airport Operation - Electives / 3 Credits]**

The course begins with an overall review of Aviation Safety. Aspects of security are discussed in more detail with consideration given to current events in the war against terror.

**[Airport Design with Simulation / Aviation and Airport Operation - Electives / 3 Credits]**

This course focuses in particular on the following three areas involved in airport operations: 1) airside, including the runway, as well as airfield capacity and delays, 2) landside, which encompasses the design of terminals and airport access, and 3) the efficient operation of the airport from both economic and environmental perspectives. The course also introduces the basic concepts and applications of simulation models for airport transportation studies. Various types of simulation model demonstrations collected from real-world studies will be presented and discussed. These demonstrations are designed to help students fill the gap between textbook information and the practical experience required in the field.

**[Air Safety and Efficiency / Aviation and Airport Operation - Electives / 3 Credits]**

In this course, students will study the basic principles of air traffic management and learn how various components of the system work together to achieve safety and efficiency in airspace. In each class, different topics in airspace safety and efficiency will be presented along with discussion.

## 2) Graduation Requirements

### A. Required Grade Point Average (GPA)

In order to graduate, students must complete 33 credits, earn a GPA higher than 3.0 (higher than B), and pass comprehensive exams for 3 subjects.

Completion of Graduation Credits (Total 33 Credits)					Comprehensive Exam
Pre-Courses	Core Required	Core Electives	Electives	Research	3 Subjects
	9	6	12	6	

### B. Thesis

#### • Eligibility

<b>Criteria</b>	<ul style="list-style-type: none"> <li>· Students should have an overall GPA of 3.0 or higher.</li> <li>· Students should acquire or expect to acquire a minimum of 27 course credits by the thesis semester.</li> <li>· Students should acquire or expect to acquire 6 research credits.</li> <li>· Students should pass English and comprehensive exam.</li> <li>· Students should pass the thesis proposal defense.</li> </ul>
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#### • General Thesis Schedule

	Date	Remarks
2 <sup>nd</sup> Semester	2025.5.12 - 5.16	Preliminary Application for Thesis
	2025.6.20	Thesis Proposal Defense Report Deadline
3 <sup>rd</sup> Semester	2025.10.13 - 10.17	Submission of Application for Thesis Defense
	2025.11.21	Submission of Thesis Draft (to your academic advisor)
	2025.11.28	Submission of Results of Thesis Defense
	2025.12.5	Submission of Printed Thesis

### 3. EXTRACURRICULAR ACTIVITIES (TENTATIVE)

#### 1) Seminar & Field Trip

##### [Korea Airports Corporation]

This course offers students the opportunity to gain practical work experience at the Korea Airports Corporation (KAC). Established in 1980, KAC is responsible for the construction, management, and operation of airports, as well as the efficient management of air transportation. Specializing in airport management, KAC oversees a total of 14 airports in Korea, including Gimpo, Gimhae, Jeju, Daegu, Muan, Cheongju, and Yangyang international airports. Additionally, KAC manages the Area Control Center, 10 VORTACs, and the Korea Civil Aviation Training Center. Through on-site sessions, airport tours, and case studies, students have the opportunity to develop valuable business skills.

##### [Korean Air]

Established in 1969, Korean Air is the largest airline and flag carrier of the Republic of Korea. It operates a diverse range of services, including air cargo, domestic, and international passenger flights. Additionally, Korean Air has an aerospace division that focuses on developing military and unmanned aircraft. As of 2018, the airline owned 166 aircrafts, servicing 124 passenger routes. Its fleet varies in size, from the Airbus A380 superjumbo to the midsize Boeing 737.



## 2) Special Lectures and Discussions

### [Special Lecture & Colloquium]

Special lectures are offered as an extension of academic curriculum at KAU, providing students with opportunities to meet renowned figures from diverse fields and learn about current policies and practices.

## 3) Culture and History

### [Gyeongbokgung]

Built in 1395, Gyeongbokgung Palace is also commonly referred to as the Northern Palace because its location is the furthest north when compared to the neighboring palaces of Changdeokgung (Eastern Palace) and Gyeonghuigung (Western Palace) Palace. Gyeongbokgung Palace is arguably the most beautiful and the largest of all five palaces. The premises were once destroyed by fire during the Imjin War (Japanese Invasions, 1592-1598). However, all of the palace buildings were later restored under the leadership of Heungseondaewongun during the reign of King Gojong (1852-1919).

### [Lotte World]

Lotte World is a major recreation complex in Seoul, South Korea. It consists of the world's largest indoor theme park, an outdoor amusement park called "Magic Island", an artificial island inside a lake linked by monorail, shopping malls, a luxury hotel, a Korean folk museum, sports facilities, and movie theaters.



#### 4) Other Extracurricular Activities

##### [KAU Orientation & Welcoming Ceremony]

The orientation is conducted by KAU Office of International Affairs. It is designed to introduce you to life and study at Korea Aerospace University. The orientation is an important step of starting your academic life at KAU, so attendance is considered essential. The orientation will include:

- University Introduction and Course Registration
- Campus Tour

##### [Korean Speech Contest]

This is an annual competition for international students who study at KAU. This program encourages students to learn more about Korean culture and language. The event is open to non-native speakers of Korean of all ages. Scholarships will be awarded to the winners of the speech contest.

##### [One-heart Sport Festival]

This program aims to establish a strong global network and expand mutual exchange between international students. We will organize various sports games including soccer and running competitions, as well as Korean traditional games.



## III. TRAINING INSTITUTE

### 1. GENERAL INFORMATION

#### 1) Korea Aerospace University

Korea Aerospace University (KAU), the only university in Korea specializing in aerospace, was established in 1952 as a national university. Since then, it has nurtured highly skilled experts in the aerospace industry and has played a leading role in conducting valuable research for over sixty years. Our dedication to fostering professionals is evident in the fact that KAU alumni have served as key researchers and engineers in developing cutting-edge aerospace technology, such as the NARO Rocket Launching Pad.

We plan to enhance our position as a leader in aerospace technology by collaborating with the global aviation industry. Specifically, KAU's educational and research programs encompass the study of nano-satellites, unmanned aerial vehicles, avionics, aircraft and spacecraft design, flight operations, and air traffic management. Additionally, KAU manages flight training centers in Susaek, Jungseok (Jeju), and Uljin, continuously improving their programs and producing world-class pilots.

In terms of international education achievements, KAU has officially received IEQAS (International Education Quality Assurance System) certification from the Ministry of Education for three consecutive years since 2016.

#### 2) Graduate School of Korea Aerospace University

The Graduate School of Korea Aerospace University was founded in 1979 with the mission to cultivate high-quality human capital for the aerospace industry. Since its inception, it has expanded in both scope and depth, currently offering 9 master's degree programs and 8 doctoral degree programs.

**Master's Program-** Aerospace & Mechanical Engineering | Electronics and Information Engineering | Computer Engineering | Materials Engineering | Aviation Management | Air Transport, Transportation and Logistics | Business Administration | English | Air & Space Law

### 3) MOLIT-KAU Master's Degree Program Faculty

Name	Title	Education	Degree	Major
Jin Ki Kim	Professor	State Univ. of New York at Buffalo	Ph.D.	Management Information System
Keumjin Lee	Professor	Georgia Tech.	Ph.D.	Aerospace Engineering
Woon-Kyung Song	Associate Professor	The George Washington Univ.	Ph.D.	Finance and Investments
Byung Jong Kim	Professor	Virginia Tech	Ph.D.	Transportation Engineering
Jin Sang Lee	Professor Emeritus	Univ. of Sthraathclyde	Ph.D.	Development Economics
Hojong Baik	Professor	Virginia Tech	Ph.D.	Air Transportation, Civil Engineering
Moon-Gil Yoon	Professor	KAIST	Ph.D.	Management Science
Sanghak Lee	Professor	Indiana Univ.-Bloomington	Ph.D.	Marketing
Hyun Cheol Lee	Professor	Texas A&M Univ.	Ph.D.	Production Management
Jin Woo Park	Professor	Univ. of New South Wales	Ph.D.	Aviation Management
Sang Hyun Kim	Assistant Professor	Georgia Tech.	Ph.D.	Aerospace Engineering
Hyeonmi Kim	Assistant Professor	Univ. of Maryland College Park	Ph.D.	Transportation Engineering
Hyunjee Kim	Assistant Professor	Seoul National Univ.	Ph.D.	Human Resource Management
In Kie Na	Assistant Professor	Korea Aerospace University	Ph.D.	Aviation Transport and Logistics
Eujin Park	Assistant Professor	Washington State Univ.	Ph.D.	Marketing

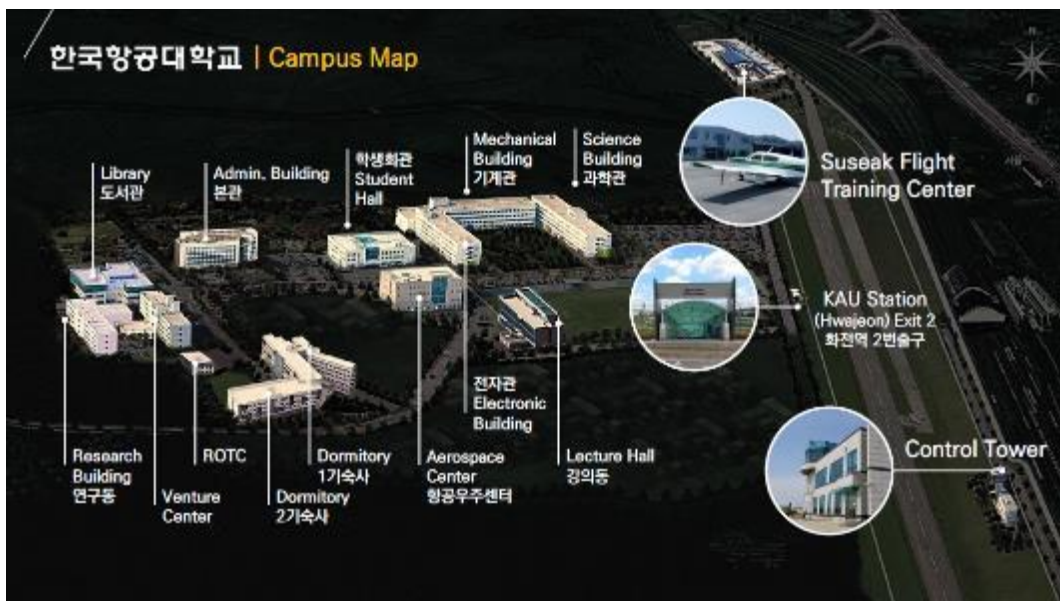
### 4) University Location

The campus is situated in close proximity to Gimpo International Airport and Incheon International Airport, the symbolic centers of Asia's aviation industry. Additionally, as KAU is located adjacent to Seoul, the capital of the Republic of Korea, students can access major tourist attractions within 30 minutes by subway.



### 5) Campus Map

The campus is connected to a subway station (on Gyeongui Line). Facilities such as the dormitory, lecture rooms, and restaurants are accessible within 10 minutes of walking.



### 6) Homepage

Korea Aerospace University: <https://kau.ac.kr/web/english/index.do>

The Graduate School of Korea Aerospace University  
: <http://eng-grad.kau.ac.kr/>



## 2. ACCOMMODATION

### 1) On-Campus Dormitory

Type	Facility	Notes
Rooms	Twin (Double Occupancy)	<ul style="list-style-type: none"> <li>· Desk, chair, closet, air conditioner and heating, wireless internet are available in a room.</li> <li>· Toilet and showers are shared per room.</li> <li>· Meals won't be provided.</li> <li>· KRW 30,000 for deposit and KRW 7,000 for students' membership fee should be paid by students.</li> </ul>



Type	Facility	Location	Notes
Common Area	Housing Office	Each Building	International coordinator available
	Kitchen	Each Floor	Refrigerator, electronic range, sink
	Fitness Center	Basement 1F	Free of charge
	TV Lounge	Each Floor	Sofa, Satellite TV
	Restaurant	1st Dormitory 1F	
	Convenience Store	1st Dormitory 1F	
	Study Room	Each Building 1F	
	Laundry Machine	Each Building	Coin Laundry
	Security-CCTV	Every Public Point	



## 2) Belongings for Dormitory

TO BRING	NOT TO BRING
<p>[Bedroom]</p> <ul style="list-style-type: none"> <li>- Pillow   - Beddings   - Hangers</li> </ul> <p>[Bathroom]</p> <ul style="list-style-type: none"> <li>- Toothbrush   - Toothpaste   - Towel   - Bath Products</li> <li>- Slippers   - Hair Dryer   - Toilet Paper</li> </ul> <p>[Kitchen]</p> <ul style="list-style-type: none"> <li>- Groceries   - Utensils   - Dishes   - Dish Soap &amp; Sponge</li> </ul> <p>[Laundry]</p> <ul style="list-style-type: none"> <li>- Coin Laundry Fee   - Detergent</li> </ul> <p>[Miscellaneous Items]</p> <ul style="list-style-type: none"> <li>- Umbrella   - Sewing Kit   - Nail Clippers</li> </ul>	<p>[Heating Appliances]</p> <ul style="list-style-type: none"> <li>- <del>Electric Blanket</del></li> <li>- <del>Electrical Heaters</del></li> </ul> <p>[Electric Appliances]</p> <ul style="list-style-type: none"> <li>- <del>Coffee Pot</del></li> <li>- <del>Gas Burners</del></li> <li>- <del>Electric Cooker</del></li> </ul>

### 3) Dormitory Rules and Regulations

**In order to provide a safe environment for everyone, all residents should abide by the rules and regulations of the KAU Dormitory.** Any violations against the rules and regulations will result in penalties. The detailed housing guide and instructions will be presented during the orientation.

Dormitory Policy & Regulations
<ul style="list-style-type: none"> <li>● <u>Grounds for Immediate Dismissal from the Dormitory:</u> Placed under arrest for criminal acts, Suspended from school for a specified period or submitted to a more severe disciplinary measure, Entering the dormitory under someone else's name or non-resident stay overnight, Engaging in any misconduct such as excessive drinking, violence, theft, gambling or arson, Harming public interest by unruly behavior, Making an illegal entrance into the dormitory, Letting a person of opposite gender stay overnight, etc.</li> </ul>

Penalties	Infractions
10	<ol style="list-style-type: none"> <li>1. Entering the dormitory under someone else's name, or having a non-resident stay overnight</li> <li>2. Engaging in any misconduct related to arson, theft, violence, etc.</li> <li>3. Bringing in or using inflammables or dangerous articles and electronic devices: such devices include all types of electric heaters, refrigerators, and TVs</li> <li>4. Allowing a resident of the opposite gender stay overnight</li> </ol> <p>※ For those who have accumulated 10 penalty points will be evicted permanently, and will be disqualified for Dormitory Application regardless of changes to their academic status.</p>
5	<ol style="list-style-type: none"> <li>5. Letting in a non-resident at one's own discretion or allowing non-residents to leave the designated visiting area (cafeteria)</li> <li>6. Smoking, drinking, act of violence or gambling in the dormitory</li> <li>7. Arbitrarily changing rooms with other residents</li> <li>8. Entering the dormitory via an unauthorized entry point</li> <li>9. Staying overnight in the room of another resident, or entering a room or hallway in an area designated for the opposite gender</li> <li>10. Bringing in or raising a pet in the dormitory</li> </ol>
3	<ol style="list-style-type: none"> <li>11. Visiting the room of another resident between midnight and 5am</li> <li>12. Intentionally damaging dormitory property</li> <li>13. Not following the directions/instructions of the manager or staff</li> </ol>

Penalties	Infractions
2	<p>14. Taking a meal outside of the designated area</p> <p>15. Making excessive noise or taking actions that disturb other residents such as singing, dancing, playing an instrument, playing a computer game or making a phone call after midnight</p> <p>16. Duplicating a key and transferring it to a non-resident, or revealing a password to other residents</p> <p>17. Reporting false information or seriously damaging another person's reputation</p> <p>18. Illegally receiving and opening another resident's mail</p> <p>19. The inappropriate use of an entrance card, such as transferring it to a non-resident</p>
1	<p>20. Visiting the room of another resident for more than 10 minutes. (Please use a lounge or the cafeteria when visiting for more than 10 minutes.)</p> <p>21. Conspiring alone or with other residents/roommates to violate rules</p> <p>22. Placing a person's belongings in a public area, indecency and physical contact, graffiti, or illegal attachments and unauthorized displays and/or distributions of advertisements</p> <p>23. Relocating dormitory facilities at one's own discretion</p> <p>24. Operating an illegal website for private use with a dormitory PC</p> <p>25. Carrying out inappropriate online activities such as IP hijacking</p> <p>26. Not cleaning a dorm room (1 penalty point for all roommates) and leaving a room in an untidy condition</p> <p>27. Leaving garbage in non-designated areas</p> <p>28. Smoking outside of the designated smoking area</p> <p>29. Not cleaning facilities such as a shower room, a lounge, a kitchenette or the cafeteria after use</p> <p>30. Not following the guidelines for the parcel room</p> <p>31. Leaving a room with an air conditioner, a heater or a light on</p> <p>32. Not using the provided mattress cover</p> <p>33. Carrying out acts that are deemed harmful to the community</p> <p>34. Failing to attend the orientation and/or compulsory lectures, or failing to submit the required documents</p>

### 3. OTHER INFORMATION

#### 1) Academic Support Facilities

##### • KAU Library

KAU library possesses the largest collection of aerospace-related books and materials in Korea. With a KAU ID card, you will have access to books, electric sources, and periodicals.

- Reference Hours: 09:00 – 17:00

- Study Room Hours: 24/7

(\* The operation hours is subject to change due to COVID-19)

- Floor Information

· 1st Floor: Material rooms, Study room, Copy machine

· 2nd Floor: Material rooms, Reference, Periodical Room, Copy machine

· 3rd Floor: Study rooms, Seminar room, Copy shop

##### • Computer Labs

KAU provides many computer labs that are available for students' needs. Students can use computers for word processing, web surfing or printing documents.

- Opening Hours: 09:00 – 18:00

- Location: Science Building 4F

#### 2) Living Support Facilities



##### • KAU Global Lounge

KAU Global Lounge is under construction next to the International Affairs Office in order to promote exchange activities with Korean students and to provide a rest area.

- Opening Hours: 24/7

- **Banking Service (Woori Bank) & ATMs**

Woori Bank is located in the heart of the campus. Currency Exchange, Wire Transfer, Opening & Closing an account are available.

- Opening Hours: Monday-Friday 09:30~15:30
- Location: Student Hall 1F

- **Cafeteria (Bluepot)**

There is a coffee shop named "BLUEPOT" located in the student center. They make fresh daily grind coffee, tea, and pastry platter. Get your morning started with an assortment of their fresh-baked muffins and daily grind coffee

- Opening Hours: Monday-Friday 08:00~17:00 / Saturday 08:00~13:00
- Location: Student Hall 1F

- **Convenience Stores (GS 25 and 7 Eleven)**

- Opening Hours: Monday-Sunday 08:30~23:00
- Location: Dormitory 1F, Electronic Building 1F, Lecture Hall 4F, Student Hall 1F

- **Post Office**

There is a medium-sized post office within a 5-minute walk from the front gates of campus. Hwajeon Post office is easy to use and offers international and domestic regular mail and parcel service, international and domestic door-to-door delivery service, and global EMS (Express Mail Service) delivery.

- Opening Hours: Monday-Friday 09:00~18:00
- Location: Korea Aerospace University Station Exit 1

- **Wireless Internet**

Free Wi-Fi service is available throughout campus.

### **3) University Medical Support Center**

The University Medical Support Center is centrally located on the campus and provides daily basic medical services. In case of a medical emergency, medical support center staff and international program coordinator will help manage the emergency quickly and effectively. Call the Police Office at 112 or 119 if you have a life-threatening emergency. True medical emergencies are transported by ambulance to local hospital emergency departments.

- Location: Student Building Room 224
- Opening Hours: Monday-Friday 09:00~18:00

#### 4) Hospitals Near Campus

##### • General Hospital (Superior Size)

Hospital	<b>NHIS Ilsan Hospital</b>	
Contact	Phone	031-900-0119
	Website	<a href="https://www.nhimc.or.kr/eng/index.do">https://www.nhimc.or.kr/eng/index.do</a>
Address	100, Ilsan-ro, Ilsandong-gu, Goyang-si, Gyeonggi-do	

Hospital	<b>Severance Hospital</b>	
Contact	Phone	010-9948-0982~3
	Website	<a href="https://sev.severance.healthcare/sev-en/index.do">https://sev.severance.healthcare/sev-en/index.do</a>
Address	50-1, Yonsei-ro, Seodaemun-gu, Seoul	

##### • Internal Treatment

Clinic	<b>Hwajeon Seongmo Clinic</b>	
Contact	Phone	02-3158-0172
	Website	
Address	20-2, Hwarang-ro, Deogyang-gu, Goyang-si, Gyeonggi-do	

Clinic	<b>Sangam Woori Internal Clinic</b>	
Contact	Phone	02-375-7900
	Website	
Address	347, World Cup buk-ro, Mapo-gu, Seoul	

##### • Dental Treatment

Clinic	<b>Hue Dental Clinic</b>	
Contact	Phone	031-978-2877
	Website	<a href="http://www.huedent.com/">http://www.huedent.com/</a>
Address	2 <sup>nd</sup> Floor, 6, Muwon-ro, Deogyang-gu, Goyang-si, Gyeonggi-do	

##### • Orthopedics Treatment

Clinic	<b>Leadheal Orthopedics Clinic</b>	
Contact	Phone	02-6393-0888
	Website	<a href="http://www.leadheal.co.kr">www.leadheal.co.kr</a>
Address	361, World Cup buk-ro, Mapo-gu, Seoul	

Clinic	<b>Eunpyeong Yonsei Orthopedic Surgery Clinic</b>	
Contact	Phone	031-972-1155
	Website	
Address	450, Jungang-ro, Deogyang-gu, Goyang-si, Gyeonggi-do	

• **Ear, Nose, and Throat Treatment**

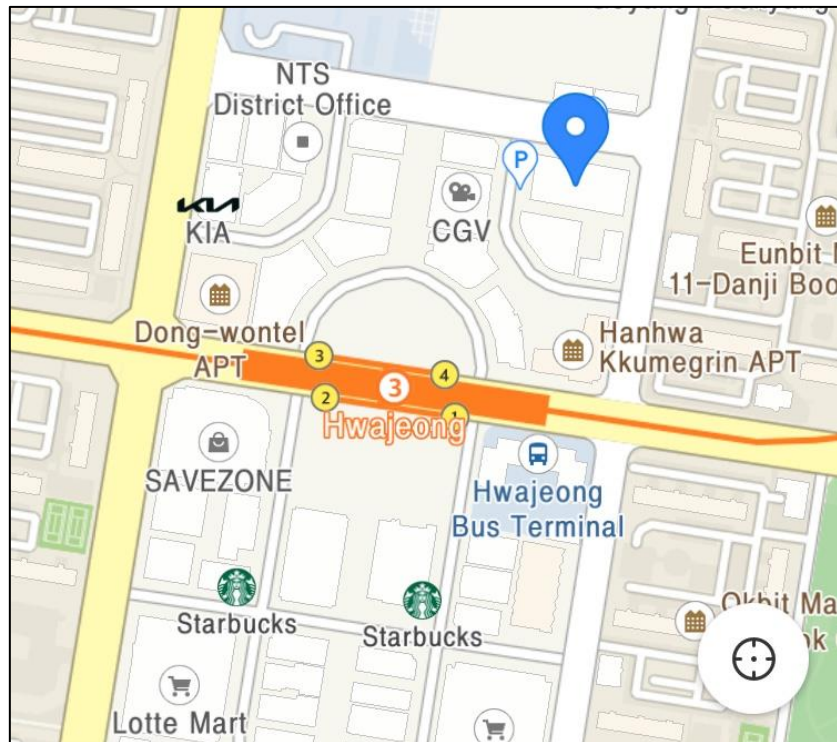
Clinic	<b>Dasarang Otolaryngology Clinic</b>	
Contact	Phone	031-979-0155
	Website	
Address	452, Jungang-ro, Deogyang-gu, Goyang-si, Gyeonggi-do	

• **Eye Treatment**

Clinic	<b>DMC Good Eye Clinic</b>	
Contact	Phone	02-6393-5375
	Website	<a href="http://dmceyeclinic.com/main/index.php">http://dmceyeclinic.com/main/index.php</a>
Address	3 <sup>rd</sup> Floor, KGIT Building, 402, World Cup buk-ro, Mapo-gu, Seoul	

**5) Nearest Immigration Service Office**

- Branch: Goyang Immigration Office
- Opening Hours: Monday-Friday 09:00~18:00
- Address: 5F, 50, Hwajung-ro 104 beon-gil, Deogyang-gu, Goyang-si, Gyeonggi-do
- Close to Hwajeong Station (Line 3) Exit 4





## **6) Notice on Additional Expenses**

Cash around at least KRW 500,000 are needed upon the arrival to live in Korea.

The program participants will receive the settlement allowance and monthly stipend only after students open their Korean bank account. Around 5~6 weeks are needed after one's arrival – 2 weeks for quarantine and 3~4 weeks for foreigner registration – to open one's bank account.

### **<Expenses NOT covered by the Program>**

- Issuance for Certificate of Entry & Exit: KRW 2,000
- Foreigner Registration: KRW 30,000
- Photo for Foreigner Registration: KRW 10,000

## IV. ACADEMIC REGULATIONS

### 1. COURSE WORK

- Full-time registration for 3 semesters & 2 sessions is mandatory. 33 credits in total is required to graduate (27 credits of coursework and 6 credits of research credits).
- Students must complete all the required courses to graduate.
- Students with a GPA below 3.0 for the three semesters will be disqualified from acquiring a diploma or a graduation certificate.

### 2. THESIS ADVISOR

Students are advised to choose their thesis advisor at the early stage of the master's program. The thesis evaluation committee (3 faculty members including the thesis advisor) is organized by the MOLIT- KAU Academic Committee.

### 3. DEGREE CONFERMENT

Students who pass the final thesis evaluation and complete all the requirements for graduation will be conferred a Master's Degree.

Completion of Graduation Credits						Comprehensive Exam
Pre Courses	Core Required	Core Electives	Electives	Research	Total	3 Subjects
Pass	9	6	12	6	33	

\* English Exam and Comprehensive Exam must be passed before the final presentation.

### 4. DISSERTATION PRESENTATION

#### 1) Preliminary Thesis Presentation

- Preliminary Presentation must be conducted under the supervision of the head professor at least one semester before the final examination of a thesis, and the report of the examination result in the prescribed form must be submitted.

- 3 judges shall be appointed by the chief professor among the professors of the relevant major. If two or three-thirds of the judges give a pass, the candidate shall pass.

## **2) Evaluation of Thesis (Final Presentation)**

### **A. Eligibility**

- Students who have earned at least 27 credits (including plans to acquire in the current semester) and 6 credits of research guidance (including plans to acquire the current semester) and have an average GPA of 3.0 or higher.
- Those who passed the English Exam and Comprehensive Exam.
- Students who have passed the preliminary presentation for thesis.

### **B. Evaluation of Thesis**

- Students can submit a thesis for evaluation after submitting the thesis evaluation approval form approved by the Dean.
- 3 copies of the master's thesis should be submitted to the advisor.
- The thesis evaluation shall be made by document review and public presentation by the attendance of all the thesis reviewers.
- Thesis evaluation shall be A, B, C, D, and pass C or higher.
- At least 3 judges are required to review the master's thesis, including advisory professors, and at least two-thirds of the judges' marks must be at least a C.
- Submission of result report of plagiarism prevention program is required.

## V. REQUIRED DOCUMENTS

All documents should be sent to MOLIT and KAU.

- 1) Application Form
  - 2) **KAU Form 1: Application Form** typed in English
  - 3) **KAU Form 2: Recommendation Form** written by a professor from the university where you graduated, with a stamp or signature in a sealed envelope
  - 4) **KAU Form 3: Verification of Academic Record** with the official stamp or seal of the university where you graduated.
  - 5) **KAU Form 4: Agreement of Release of Information** with your signature
  - 6) **Degree/Diploma** and **Transcript** (should be apostille certified or notarized by Korean consul (if apostille is not possible) )
- \* Transcript must include a year-by-year record and the CGPA total. If the CGPA with GPA scale (e.g. 4.0, 4.3, 4.5, 100, etc.) or percentile does not appear on the transcript, an applicant must submit a letter of proof certified by the university.
- 7) Curricular Vitae
  - 8) Personal Statement
  - 9) Certificate of Employment
  - 10) A copy of the Applicant's Passport (Please check the expiry date).
  - 11) 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.
  - 12) Medical Check-up Result (the submission shall be done before entering Korea upon your admission, required for entering KAU dormitory).

## VI. CONTACTS

### 1. CONTACT INFORMATION

#### 1) Ministry of Land, Infrastructure, and Transport (MOLIT)

- **Program Coordinator**

- Tel:
- Fax:
- E-mail:

#### 2) Graduate School of Korea Aerospace University

- **Training Coordinator : Ms. Yeongeun Oh**

- Tel: +82-2-300-0302
- Fax: +82-2-300-0305
- E-mail: [msap@kau.ac.kr](mailto:msap@kau.ac.kr)
- Homepage: <http://eng-grad.kau.ac.kr/>

\* The schedule in this PI (Program Information) is subject to changes.