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**KIST School**  
**Internship Program**  
**for 2019 Spring**

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## **KIST School Internship**

- School provides 6 month-long internship for outstanding applicants, and it offers English classes (to help students getting an official English score for entering Masters and Doctoral degree courses), a Korean language program, and R&D field training. During the internship, to enroll for the 2019 Fall semester of the KIST School Degree program, students must meet the minimum requirements of English scores. Interns who meet the minimum requirements of English score are start R&D field training without attending English classes.

## **Guidelines for the 2019 Spring KIST School Internship**

### **Eligibility**

- Must have a bachelor's or master's degree, or be expected to receive one by August, 2019
- Be willing to apply 2019 Fall semester for master's or doctorate degree at KIST School after finishing internship

### **Period**

- Begins in January for 2019 Spring Internship : Jan.7(Mon)~Jun.28(Fri)

### **Full Scholarship**

- Tuition and registration costs are covered by KIST.
- The highest level of financial support in Korea is provided to help students focus on their study and research.  
Monthly stipends of 900 USD for bachelor students and 1,000 USD for Master students

### **Advantages**

- Participating in National R&D Projects : Over 90% of KIST's R&D budget comes from government and institutional programs \$236 million (December 2017)
- Excellent Faculty : 150 professors selected from among the 600 Ph.D researchers at KIST
- Infrastructure of National Research Institute : Knowledge/Technology accumulated over 50 years of experience and Cutting-edge research equipment/facilities

### **Student Benefits**

- Diverse academic/cultural events for students.
- Free dinners for researchers working overtime
- Discounted condominium rates at many major tourist destinations in Korea
- First-rate dormitory facilities for 120 USD per month
- Comprehensive insurance for 6 month-long internship

**Searching Advisor** : Visit KIST School Homepage to search interesting research fields and advisors ([http://kist\\_school.kist.re.kr/professors/list](http://kist_school.kist.re.kr/professors/list))

## Schedule of Admission

Contents	At	Date/Term
Announcement & Receipt of Application	KIST School homepage ( <a href="http://kist_school.kist.re.kr/admission/internship">http://kist_school.kist.re.kr/admission/internship</a> )	Sep. 24(Mon)~Oct. 19(Fri)
Recommendation to KIST School	Partner Ministry or Organization	Nov. 2 (Fri)
Announcement of first results	KIST School	Nov. 7(Wed)
Telephone Interview		Nov. 14(Wed)~Nov. 21(Wed)
Announcement of Final Results		Nov. 29(Thu)
Visa Process		Nov. 30(Fri)~Dec.28(Fri)
Entrance & Internship		Jan. 7(Mon) ~ Jun. 31(Fri)

## Process

1	Announcement of Application Guidelines	KIST School → the relevant government ministry or organization	KIST School notices the guideline of 2019 Spring Internship to relevant government ministry or organization	Sep. 17(Mon)
2	Announcement of Application Guidelines	The Ministry or Organization → the relevant universities	The ministry or organization notices the guideline to universities and students	Sep. 19(Wed)
3	Apply for Admission Submission	Students → KIST School homepage	Students who are interested in internship should apply online admission system at KIST School homepage	Sep. 24(Mon)~Oct. 19(Fri)
4	Document Screening & Recommendation	KIST School → The Ministry or Organization	KIST School forwards documents of applicants to each the ministry or organization to ask recommends students	Oct. 24(Wed)
		The Ministry or Organization → KIST School	After document screening, the ministry or organization recommends <b>10 students</b> with their documents	Nov. 2(Fri)
6	Interview	KIST School → Committee of the Interview → Students	Recommended students have a phone interview from Committee of Interview of KIST School	Nov. 14(Wed)~Nov. 21(Wed)
7	Final Screening	KIST School Committee	KIST School committee decide final successful candidates with result of interview	Nov. 27(Tue)
8	Announcement of Final Results	KIST School → The Ministry or Organization, Students	The successful candidates and the ministry or organization are notified the final results from KIST School	Nov. 29(Thu)
9	Visa Process	KIST School → Students	For the candidates, KIST School give a guideline to get a visa and enter the KIST School	Nov. 30(Fri)~Dec.28(Fri)
10	Internship	R&D field training, language program	During the Internship, students find out interested research fields and are matched with advisors	Jan. 7(Mon) ~ Jun. 31(Fri)
11	Admission of 2019 Fall	Students → KIST School	Students who are under internship program should apply admission of 2019 fall semester of the Degree program	March, 2019

## List of Required Documents

Scanned version of all required documents must be submitted by application deadline to e-admission system of KIST School. After announcement of successful candidates, Original version of all required documents must be submitted to KIST School Secretariat on the first day of internship.

- For all applicants:
  - Application Form (Form is on the e-admission system)
  - Essay (Form is on the e-admission system)
  - Letter of Recommendation (Form is on the e-admission system)
  - Certificate of (Expected) Bachelor's Degree
  - Bachelor's Degree Transcript in English
    - : Transfer students must submit all university transcripts acquired both pre- and post-transfer.
  - Official English Score (if available).
  - Copy of Passport
  - Certificate of Career / Employment (if available).
- For Master applicants:
  - Certificate of (Expected) Master's Degree
  - Master's Degree Transcript in English
    - : Transfer students are required to submit all university transcripts, both pre- and post-transfer.
  - Master's Degree Thesis
    - : Only the titles of papers and abstracts should be submitted. If, in accordance with university regulations or other relevant laws, you obtained a degree without having to write a thesis, you must submit the necessary documentation.
  - Research Achievements (if available).
    - : Publications including published papers, papers presented at academic conferences, and patents

## English Language Requirements for Admission of 2019 Fall Degree Program

Minimum Scores Required						
Type	TOEFL			TOEIC	TEPS	IELTS
	iBT	CBT	PBT			
Score	79	213	550	730	630	6

※ All test scores should be dated within 2 years of the application deadline. During the internship, KIST School supports fee of TOEIC tests.

### Note

- After submitting the application, if there is a change in academic status like expulsion and withdraw and student do not notify his or her changed status to KIST School secretariat, KIST School can cancel the admission or terminate internship.
- This internship program is help to outstanding students to have experience in several specific related research field and labs in advance before starting degree program. During the internship, if interns fail to find proper adviser or to get the admission of 2019 fall semester, internship is terminated automatically.
- KIST School offers English classes and examination fees for 3 times to help students getting an official English score for entering Masters and Doctoral degree courses. However, if interns fail to meet the minimum requirements of English score before starting admission of 2019 fall semester of the KIST School Degree program (in the middle of March 2019), internship is terminated automatically.

## Schedule of Internship

- Language Course
  - English: TOEIC lectures for 4 hours a day, 5 times a week (from Monday to Friday)
  - Korean: Korean classes from Institute of International Education of KyungHee University for 2 hours a day, 5 times a week (from Monday to Friday)
- Admission of 2019 fall: Online Admission application for degree program of 2019 fall semester will be opened in the middle of February.

Jan							Feb.							Mar.							Apr.							May							Jun.						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5					1	2						1	2	31	1	2	3	4	5	6				1	2	3	4	2	3	4	5	6	7	8	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	9	10	11	12	13	14	15
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	16	17	18	19	20	21	22
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	23	24	25	26	27	28	29
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	26	27	28	29	30			26	27	28	29	30	31	1	30						

- Field Exercise
  - Lab Tour and Matching: Finding interesting research field and lab and having Interview with advisor
  - Field Exercise in the lab

Jan							Feb.							Mar.							Apr.							May							Jun.						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2						1	2	31	1	2	3	4	5	6				1	2	3	4	2	3	4	5	6	7	8
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	9	10	11	12	13	14	15
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	16	17	18	19	20	21	22
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	23	24	25	26	27	28	29
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	26	27	28	29	30			26	27	28	29	30	31	1	30						

※ The above schedule is subject to change.