

SPRING 2027
APPLICATION GUIDELINE for
INTERNATIONAL APPLICANTS
Master's and Ph.D. Programs



KDI SCHOOL
KDI School of Public Policy and Management

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I . Overview

Admission Schedule

No	Procedure	Schedule		Notes
1	Online Information Session (tentative)	MIPD June 30 19:00(KST)	General July 6 19:00(KST)	- Please refer to the notice on the KDI School Admissions website for detailed information. - Admissions Website : https://www.kdischool.ac.kr/index.es?sid=a4
2	Online Application + Document Upload	MIPD June 1 09:00 ~ July 31 18:00, 2026 (KST)	General August 5 09:00 ~ August 14 18:00, 2026 (KST)	- Application: https://apply.kdischool.ac.kr/ * MIPD applicants must submit an application to both KDIS and WIPO. WIPO application is available at https://shorturl.at/qrwVZ - Application: https://apply.kdischool.ac.kr/ - Online Recommendation Letters must be submitted by each recommender before 24:00 KST on the closing date. * Once you submit the online application, you cannot make any further changes. Should you wish to make changes, you must delete the current application and start anew.
3	Document Review	August 18 ~ September 7		Only applications (including the post-application survey) that are successfully submitted by the deadline will be considered valid.
4	Document Review Result	September 18		- Document review results will be announced by email and through the online application system. - Only applicants who pass the document review will be invited for an interview.
5	Interview	September 28 ~ October 2		Interviews will be conducted online via Zoom. Interview times are set by the school and cannot be adjusted.
6	Final Result	October 19		Final results will be announced through the application system.
7	Document Submission (for Admitted Students Only) & Registration	~ November 27		- All documents must arrive by the submission deadline (November 27, 2026). Among the documents, the graduation certificate(s) (Bachelor's degree for Master's applicants, Bachelor's and Master's degree for Ph.D. applicants) must be legalized. - Please refer to guidelines on V. Apostille/Consular Legalization carefully and send the documents accordingly via post. * In line with the Korean Immigration law, visa support will only be provided after academic documents with proper legalization are submitted. - Submitted documents will not be returned in any case; you should receive authentication and legalization on photocopies of original diploma(s) and submit the certified photocopies. - Admitted students will be able to access the Admission Package from the online application system upon successful submission of required documents.
8	Program Entrance	February, 2027		Spring semester is scheduled to begin early February, and students are expected to arrive on campus around the end of January, 2027.

* The above schedule is subject to change.

(1) QUALIFICATION & ELIGIBILITY

1. An incomplete or incorrect application form, including supporting documents, will be subject to immediate disqualification. It is the sole responsibility of the applicant to ensure that their application and all supporting documents are in order.
2. All applicants must hold an official graduation certificate before submitting the application.
As an exception, expected graduates from Korean or Japanese universities may submit the ‘Certificate of Expected Graduation’ with their application, and submit the official ‘Graduation Certificate’ by the following deadlines if admitted.
 - For graduates from Korean universities : end of February, 2027
 - For graduates from Japanese universities : end of March, 2027
3. Admitted students cannot defer their admission or scholarship under any circumstances. Any such requests will not be granted and will result in revocation of admission and forfeiture of scholarship.
4. An offer of admission will be immediately revoked, or enrollment canceled, under any of the following circumstances:
 - 1) Discovery of false Information: submission of false, falsified, or counterfeit documents, or engagement in any fraudulent activity during the admissions process.
 - 2) Omission of academic records: failure to disclose complete academic history, including all previous academic records.
 - 3) Document non-compliance: failure to submit properly legalized documents required by the Admissions Office before the designated deadline.
 - 4) Delayed entry or visa denial: failure to enter South Korea within the designated arrival period without prior approval from the school, or denial of the applicant’s visa by the Korean Embassy or Korea Immigration Service.
 - 5) Dual registration: concurrent enrollment at another university or higher education institution.
5. Other details not specified in the application guidelines are subject to the decision of the Admissions Committee of KDI School of Public Policy and Management.

(2) ENGLISH PROFICIENCY TESTS

6. An English Proficiency Test Score is mandatory for ALL applicants, apart from the condition detailed below.

Test (5 types)	① TOEFL (iBT, including Home Edition)	② IELTS (including Online)	③ OPIc	④ TEPS	⑤ Duolingo
Minimum Required Score	72 (for tests from Jan. 21, 2026: 4)	6.0	IM3	286	100

- The tests must be taken no more than 2 years prior to the application deadline.
 - **In compliance with the regulations set forth by the Ministry of Education and the Ministry of Justice, no other form of proof of English proficiency, including a Medium of Instruction certificate, will be considered a valid document, regardless of the issuing authority.**
7. Only applicants who are nationals of or have received their degree (Bachelor’s degree or higher) from the following countries defined as “majority English-speaking countries” are exempt from submitting an English Proficiency Test Report : *Antigua and Barbuda, Australia, Bahamas, Barbados, Belize, the British overseas territories, Canada, Dominica, Grenada, Guyana, Ireland, Jamaica, Malta, New Zealand, St Kitts and Nevis, St Lucia, St Vincent and the Grenadines, Trinidad and Tobago, the UK, and the USA*

(3) DOCUMENT AUTHENTICATION & SUBMISSION

8. Admitted international applicants must submit an Apostille or Consular-authenticated bachelor's degree certificate before entering South Korea. This is a strict immigration requirement with no exceptions.
9. Admitted applicants must submit the required documents, in complete form, to KDI School via post by November 27, 2026. The documents must arrive by this date and documents in transit will not be considered. Failure to do so will result in the automatic and irrevocable withdrawal of the admission offer.

[Mailing Address]

Admissions Office, KDI School of Public Policy and Management 263 Namsejong-ro, Sejong, Republic of Korea (30149)

- TOEFL iBT, IELTS, and Duolingo test reports can be submitted online through the test institution's website and will be considered official original documents. Other English Proficiency Test reports must be submitted as an original certificate.
 - * TOEFL iBT score reports can be submitted online via ETS (Institution Code: 6442).
 - * IELTS Score Reports can be submitted online via British Council website ([Link](#)).
 - * Duolingo test report can be submitted online through Duolingo ([Link](#))
 - * For authentication/legalization regarding the academic documents, please refer to [V. Apostille/Consular Legalization](#) section.
 - * Applicants are not required to authenticate academic documents for the initial online application. However, as the authentication process can take several months, applicants are strongly advised to check timelines and start the process early to meet the final deadline.
- 10. In accordance with institutional policy, all submitted documents become the permanent property of the School and will not be returned to the applicant under any circumstances. Upon receipt, these documents are officially stamped and archived, permanently invalidating them for use at other institutions.
- 11. Admitted students will be registered for the National Health Insurance according to the National Health Insurance Act and the Enforcement Rules of the same Act.

Academic Programs

Master ' s Program	Public Policy (MPP)	Development Policy (MDP)	Public Management (MPM)	Intellectual Property and Development Policy (MPD)	Data Science for Public Policy and Management (MDS)
Program Type	Full-time ¹⁾ OR Part-time ²⁾			Full-time	
Program Duration ³⁾	4 academic terms (Approx. 1.5 years) • Coursework⁴⁾ terms at KDI School (Approx. 1 year) • Research Project for Graduation: in home country				
Graduation Requirements ⁵⁾	Minimum 36 credits (including research project)				
Concentrations	- Finance and Macroeconomic Policy - Trade and Industrial Policy - Public Finance and Social Policy - Regional Development and Environment Policy	- Development Policy	- Public Administration and Leadership - Strategic Management - Global Governance and Political Economy	- Intellectual Property and Innovation Policy	- Data Science for Public Policy and Management
	[Common Concentration] Data Science for Public Policy and Management				

1) Full-time students are strictly prohibited from engaging in any form of employment for the duration of stay.

2) **Part-time program is only open to foreign nationals residing and working in Korea (No student visa or financial support is provided)**

3) The stay duration may differ for each scholarship.

4) Residence requirement is limited to 3 terms, and students are required to complete their Graduation Research Project in their home country (this may vary by each scholarship's conditions)

5) Early graduation is possible; up to one term early if the overall GPA is at least 3.9 (out of 4.0).

Ph.D. Program	Ph.D. in Public Policy (PP)	Ph.D. in Development Policy (DP)
Program Type	Full-time	
Required Courses	- Foundations of Public Policy - Econometrics I & II - Microeconomics - Mathematics for Economics - Ph.D. Colloquium	- Foundations of Public Policy - Econometrics I & II - Microeconomics - Mathematics for Economics - Development Economics I & II - Ph.D. Colloquium
Duration	At least 3 years¹⁾	
Class Schedule	Daytime (08:30 – 18:00)	
Graduation Requirements	- 36 Credits - Qualifying Examinations (QE), Oral Examination(OE), Final Oral Dissertation Defense(FODD) - Dissertation	

1) Beyond the 4th academic year, stipend support is not guaranteed; students are encouraged to seek opportunities to work in paid RA positions on campus.

II. Qualifications

Academic Qualifications

- ▶ Applicants for the Master's degree program must meet one of the following criteria: (① or ②)
 - ① A Bachelor's degree holder from an accredited college or university representing at least three years of study.
 - ② Possess an educational attainment equivalent to a Bachelor's degree (minimum 3 years) recognized under relevant legislation.
 - All applicants must hold an official Bachelor's degree certificate prior submitting their application to KDI School.
 - Applicants whose primary Bachelor's degree program required less than three years of study must hold an additional Bachelor's or Master's degree to meet the cumulative three-year post-secondary education requirement.
- ▶ Applicants for the Ph.D. degree program must meet one of the following criteria: (① or ②)
 - ① Hold both a Bachelor's degree (minimum three years of study) and a Master's degree from an accredited college or university.
 - ② Possess an educational attainment equivalent to both a Bachelor's and a Master's degree recognized under relevant legislation..
 - * Expected graduates from Korean or Japanese universities may submit the 'Certificate of Expected Graduation' with their application, and submit the official 'Graduation Certificate' by the following deadlines if admitted.
 - For graduates from Korean universities : end of February, 2027
 - For graduates from Japanese universities : end of March, 2027
 - * All other applicants must have fully graduated and hold an official graduation certificate (Bachelor's or Master's degree) as of August 31, 2026 before applying to the school. Provisional graduation certificates, are only valid if issued within one year prior to the start of the Spring 2027 semester, in strict compliance with Korean Immigration Office regulations.

Scholarship Eligibility

1. Applicants who have previously received any Korean government scholarship (including those from KDI School) at the Master's or Doctoral level are ineligible to receive another scholarship for an equivalent degree tier at KDI School. Such admitted students must personally cover all tuition fees and living expenses to enroll.
2. International applicants must satisfy one of the following criteria (1 or 2). Please note that individuals holding dual citizenship that includes Korean nationality are strictly ineligible to apply as international students.
 - 1) A foreign national whose parents are both foreign nationals.
 - 2) A foreign national of Korean descent who meets one of the following criteria (① or ②)
 - ① Both parents must be foreign nationals. The applicant must submit (1) a certified copy of their birth certificate proving the parental relationship and (2) copies of both parents' passports demonstrating their foreign nationalities.
 - ② Applicants who themselves or whose parents previously held Korean nationality must submit an official Korean government document certifying the renunciation or loss of nationality.

III. Scholarships

Scholarship for Master's/Ph.D. Programs

Scholarship	Eligibility & Benefits
KDIS Scholarship	- Applicants who meet the academic eligibility requirements should select the “KDIS Scholarship” option when completing the online application. - Applicants who meet the academic eligibility requirements should select the “KDIS Scholarship” option when completing the online application. - All admitted students are automatically considered for internal scholarships. - Scholarship awards are determined by the Admissions Committee based on the applicant’s overall qualifications and will be announced concurrently with the final admission results. This decision is final and cannot be appealed. - All internal scholarships include a full tuition waiver, a monthly stipend, and additional institutional support. - Applicants who are current nationals of a G20 country or a European Union (EU) member state (excluding the Republic of Korea) may be considered for the Seoul G20 Scholarship. [G20 Countries] Argentina, Australia, Brazil, Canada, China, France, Germany, India, Indonesia, Italy, Japan, Mexico, Russia, Saudi Arabia, South Africa, Turkiye, United Kingdom, United States of America, and member states of the European Union
External Scholarships	Applicants nominated or recommended by KDI School’s partner institutions may be required to select a specific partner scholarship category during the online application process. The final scholarship award will be determined jointly by the partner institution and the KDI School Admissions Committee, and will be announced alongside the final admission results. Eligible applicants will be contacted individually with specific instructions.

**Scholarship terms and benefits are subject to change based on the decisions of the sponsoring institutions.*

IV. Application Documents

No	Required	Application Documents	
1	Required	Online Application & Online Statement of Purpose (SOP)	
		- Complete and submit the online application and Statement of Purpose (SOP) via the KDI School application system. - Applicants may apply to only one program per admissions cycle. - The applicant's personal data (name, date of birth, etc.) must match their passport exactly. All information entered in the application form must be identical to the details on the submitted supporting documents. - The application must include all post-secondary academic history. Applicants must ensure that all academic details—including enrollment dates, graduation dates, cumulative GPA (CGPA), and the institution's maximum grading scale—are accurate.	
2	Required	Applicant's Photo	
		- Passport-sized headshot only (35x45 mm). - File format: JPG format only, with a file size under 3MB. - Casual photos, selfies, or full-length / group photos will not be accepted. Applicants must upload a formal photograph that meets these exact specifications.	 CORRECT  WRONG
3	Required	Copy of Passport	
		- A valid passport and a copy of its personal information page. The passport must be valid at least until the following dates: - Master's applicants: January 2028 - IBK Scholarship applicants: August 2028 - Ph.D. applicants: December 2030 - Applicants holding multiple citizenships or passports must submit the specific passport that will be used for their visa application. - The period of stay in Korea is granted strictly within the passport's validity period, in accordance with guidelines from the Ministry of Justice and the Korea Immigration Office. - Current residents in Korea must also submit a copy of their Residence Card (ARC).	
4	Required	Online Survey	
		The Online Survey is the initial step within the application system and must be completed prior to submitting the formal application.	
5	Required	Online Recommendation Letters	
		- Applicants must submit electronic recommendation requests to two (2) separate recommenders via the online application system. An automated email request will be dispatched to the recommenders immediately upon saving their contact information and executing the "Recommendation Letter Request" command. - Recommendation letters must evaluate the applicant's performance, capabilities, and character within either an academic or professional setting. - Self-recommendation letters are strictly prohibited and will result in immediate disqualification. - Both letters must be submitted before the application deadline; applications with missing or incomplete recommendations will be excluded from further evaluation.	

6	Required	English Proficiency Test Score Report					
		• An English Proficiency Test Score is mandatory for ALL applicants, apart from the condition detailed below.					
		Test (5 types)	① TOEFL (iBT, including Home Edition)	② IELTS (including Online)	③ OPIc	④ TEPS	⑤ Duolingo
		Minimum Required Score	72 (for tests from Jan. 21, 2026: 4)	6.0	IM3	286	100
– The tests must be taken no more than 2 years prior to the application deadline. – In compliance with the regulations set forth by the Ministry of Education and the Ministry of Justice, no other form of proof of English proficiency, including a Medium of Instruction certificate, will be considered a valid document, regardless of the issuing authority. ► Only applicants who are nationals of or have received their degree (Bachelor’s degree or higher) from the following countries defined as “majority English-speaking countries” are exempt from submitting an English Proficiency Test Report : Antigua and Barbuda, Australia, Bahamas, Barbados, Belize, the British overseas territories, Canada, Dominica, Grenada, Guyana, Ireland, Jamaica, Malta, New Zealand, St Kitts and Nevis, St Lucia, St Vincent and the Grenadines, Trinidad and Tobago, the UK, and the USA							
7	Required*	Official Diploma or Graduation Certificate					
		Master’ s Program Applicants	• Official Bachelor’ s degree certificate (minimum 3-year program) – Applicants holding a Master’s or Ph.D. must submit both undergraduate and graduate certificates.				
		Ph.D. Program Applicants	• Official Bachelor’ s (minimum 3-year program) and Master’ s degree certificates – Applicants holding a prior Ph.D. must submit all undergraduate and graduate certificates.				
		• Admitted students must submit certificates (including English translations for non-English documents) that are either Apostilled or Consular-certified by a Korean Embassy to secure their visa. Please refer to Section V (Legalization) for details. • Unofficial graduation certificates or letters affirming graduation are not acceptable. However, provisional graduation certificates are valid if issued within one year prior to the start of the upcoming academic semester. • Certificates must explicitly state the specific degree awarded (Bachelor, Master, or Ph.D.) or its equivalent, along with the official date of graduation.					
8	Required	Official Transcripts					
		Master’ s Program Applicants	• Official Bachelor’ s degree transcripts – Applicants holding a Master’s or Ph.D. must submit both undergraduate and graduate transcripts.				
		Ph.D. Program Applicants	• Official Bachelor’ s and Master’ s degree transcripts – Applicants holding a prior Ph.D. must submit transcripts from all undergraduate and graduate institutions.				
		• Must indicate final cumulative GPA (CGPA), overall grade, or final score. • Must display a complete record of all coursework completed throughout the period of study (isolated examination results are not acceptable). • Transfer students must submit transcripts from their previous university as supporting documents and list both institutions separately in the application.					

9	Required (for those with professional experience)	Employment Verification/Certificate
		• Current employment must be verified using the official KDI School form only. Previous employment requires standard documentary proof of employment. • Certificates must be issued and signed by an HR officer or immediate supervisor, complete with an official institutional seal or stamp. • Professional or career experience lacking a proper employment certificate will not be considered during evaluation. • Appointment letters, employment contracts, and pay slips are not acceptable substitutes.
10	Required for Ph.D. applicants	Dissertation Research Proposal
		• The Dissertation Research Proposal must clearly outline the applicant's specific research interests and objectives. • Applicants must use the official proposal template and adhere strictly to the requirements stated within the form. • The template is available for download under the 'Admission Documents' tab on the admissions website. • The document must be uploaded as a PDF file directly converted from a word processor; scanned copies are not acceptable.
11	Optional for Ph.D. applicants	Writing Sample in English(Thesis, Journal Articles, Publications etc)
		• The writing sample must be written in English and demonstrate the applicant's research capabilities and academic potential.
12		GRE Score Report
		• Test scores must be from examinations taken within five years of the application deadline.
13	If applicable	(For Foreign nationals of <u>Korean descent only</u>)
		• The applicant's official birth certificate and valid passports for both parents. • An official Korean government document certifying the renunciation or loss of Korean nationality, if applicable.

- Admitted students must submit physical hard copies of all starred (*) required documents—including a legalized bachelor's degree certificate—to the Admissions Office via post by the specified November deadline. Late submissions will result in the forfeiture of the admission offer.

V. Apostille/Consular Legalization

- The Apostille process legalizes public documents for transfer between member states of the Hague Apostille Convention (1961). Documents issued within a signatory country must obtain an Apostille to establish legal validity abroad.
- Verify the current list of signatory countries via the official link and proceed to the corresponding section below based on the country where the degree was conferred.

Link ➡ <https://www.hcch.net/en/instruments/conventions/status-table/?cid=41>

- Legalization must be completed in the country where the degree was conferred, regardless of the applicant's current country of residence.
- Applicants who earned a degree in a non-signatory country must obtain a consular verification from the relevant Korean Embassy or Consulate located in that specific country, either in person or via post.
- Applicants must contact the respective embassy or consulate directly to confirm specific local procedures in advance.

① Documents Issued in Apostille Signatory Countries

- Submit required documents with an official Apostille legalization (including certified English translations for non-English documents).
- Legalization stamps and seals must be applied to a notarized or verified photocopy, the original certificate.

② Documents Issued in Non-Signatory Countries

- Submit required documents with a consular verification from the Korean Embassy or Consulate (including certified English translations for non-English documents).
- If no Korean Embassy exists in the country of the issuing institution, applicants must locate the Korean Embassy with jurisdiction over that general region.
- Legalization stamps and seals must be applied to a notarized or verified photocopy, the original certificate.
- Requirements vary by diplomatic mission; applicants must contact the respective embassy directly for specific local procedures.

③ Documents Issued by Universities in the Republic of Korea

- Documents issued by domestic Korean institutions require an Apostille or consular authentication.
- Submit official documents containing a valid verification code issued directly by the university.

④ Documents Issued in China

- Submit required documents with a consular verification from the Korean Embassy or Consulate (including certified English translations for non-English documents).
- Documents must be officially issued by the China Higher Education Student Information and Career Center (CHESICC/CHSI).

Critical Legalization Directives

- Adherence to the Apostille or consular legalization requirement is mandatory for visa issuance, and no exceptions will be granted.
- Documents authenticated solely by a public notary, commissioner for oaths, practicing attorneys, or the issuing institutions themselves are acceptable.
- Applicants bear sole responsibility for submitting properly legalized documents within the designated timeline; the institution will not provide visa sponsorship for individuals who fail to comply.

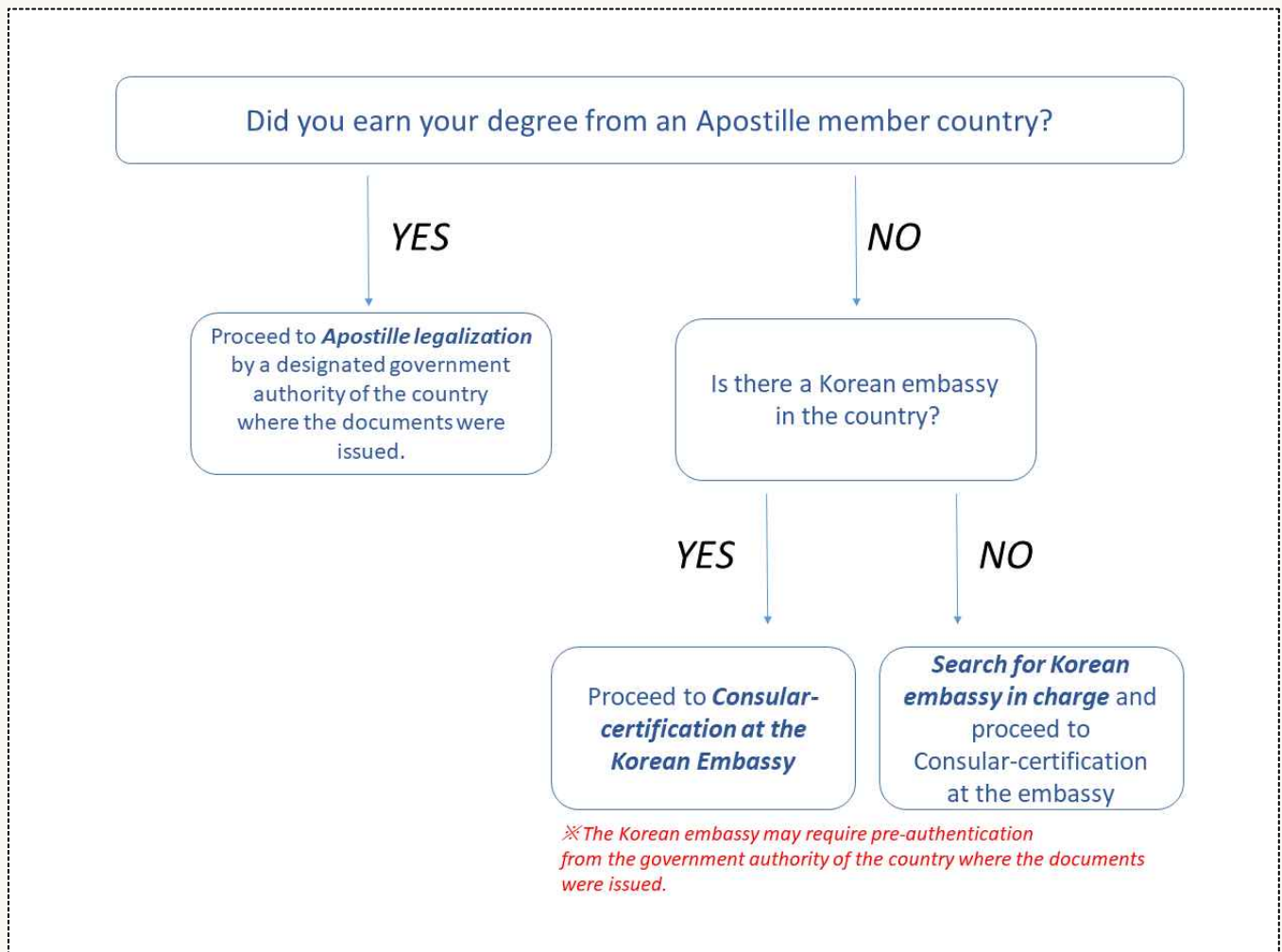


Tips on how to legalize your documents

< Legalization Samples >

Apostille legalization	Consular verification by the Korean Embassy
APOSTILLE (Convention de La Haye du 5 Octobre 1961) 1. Country : Brunei Darussalam 2. This public document has been signed by : Dik Hajah Norisrayanti Pg Hj Ismail 3. acting in the capacity of : Notary Public, Supreme Court, Negara Brunei Darussalam 4. bears the seal/stamp of : Notary Public, Supreme Court, Negara Brunei Darussalam Certified 5. at High Court, Bandar Seri Begawan, Brunei Darussalam 6. the 17th day of December 2022 7. by Mohammad Marzuqi bin Sabru 8. No. 672/2022 9. Seal/stamp: 10. Signature: Mohammad Marzuqi bin Sabru Registrar Supreme Court Brunei Darussalam NOTICE: "This Apostilled document is based for production only in the contracting states to the Hague convention of the 5th October 1961 abolishing the requirement of legalization for foreign public documents."	확인서 LETTER OF CONFIRMATION 확인서 CERTIFICATE OF VERIFICATION

< Preliminary Check on the Legalization Process >



< Legalization Cases >

CASE 1 ➡ If you are a Uzbekistan national, and received your Bachelor's degree in Uzbekistan, your academic documents must be "Apostilled" by your government's designated authority.

CASE 2 ➡ If you are a Thai national, but you received your Bachelor's degree from India, your academic documents must be "Apostilled" by the designated Indian government authority.

CASE 3 ➡ If you are a Cambodian national, and received your Bachelor's degree in Cambodia, your academic documents must be "Consular-certified" at the Korean embassy in Cambodia.

CASE 4 ➡ If you are a Gambian national, and received your Bachelor's degree in Gambia, your academic documents must be "Consular-certified" at the Korean embassy in Senegal since there's no Korean embassy in Gambia.

CASE 5 ➡ If you are a Liberian national, but you received your Bachelor's degree from Sierra Leone, your academic documents must be "Consular-certified" at the Korean embassy in Nigeria since there's no Korean embassy in Sierra Leone.

VI. Contact Information

Admissions Contact Information

- General Inquiries (Master's & Ph.D.): intladm@kdischool.ac.kr
- MIPD Program Inquiries: mipdadm@kdischool.ac.kr
- KDI School Official Website: www.kdischool.ac.kr
- KDI School Admissions Website: <https://kdischool.ac.kr/admissions/>

Inquiry Policy

- Prospective applicants must thoroughly review the Admissions Guidelines and official website prior to contacting the office. Inquiries regarding information already addressed within these resources will not receive a direct response, ensuring administrative resources remain dedicated to complex or unique cases.

Mailing Address (Post-Admission Document Submission)

- Recipient: Admissions Office
- Institution: KDI School of Public Policy and Management
- Address: 263 Namsejong-ro, Sejong, Republic of Korea (30149)
- Note: The recipient line must explicitly state "Admissions Office" to ensure proper internal delivery.

Office Operating Hours

- Days: Monday through Friday (Excluding public holidays)
- Morning Session: 09:00 – 12:00 (KST)
- Afternoon Session: 13:00 – 18:00 (KST)