

**2020 GRADUATE SCHOOL OF
FAO WORLD FISHERIES UNIVERSITY
PILOT PROGRAMME
-MASTER'S DEGREE PROGRAMME-**

March 2, 2020 ~ August 31, 2021

Food and Agriculture Organization (FAO)
Ministry of Oceans & Fisheries (MOF)
Busan Metropolitan City (BMC)
Pukyong National University (PKNU)

CONTENTS

PART I	FAO WORLD FISHERIES UNIVERSITY PILOT PROGRAMME	1
PART II	PROGRAMME OVERVIEW	4
PART III	HOW TO APPLY	5
	1. ADMISSION REQUIREMENTS	5
	2. ADMISSION PROCESS	6
	3. REQUIRED DOCUMENTS	6
	4. APPLICATION SUBMISSION	8
Part IV	PROGRAMME CONTENTS	9
	1. OVERVIEW OF CURRICULUM	9
	2. ACADEMIC SYSTEM	13
	3. GRADUATION REQUIREMENTS	14
PART V	PUKYONG NATIONAL UNIVERSITY AND FACILITIES	16
	1. GENERAL INFORMATION	16
	2. ACCOMODATION	16
	3. LIBRARY	18
PART VI	BASICS FOR PERSONAL SETTLEMENT	19
	1. IMMIGRATION OFFICE	19
	2. BANK	20
PART VII	SUPPORTING SERVICE	22
	1. TRAVEL TO KOREA	22
	2. TRAVEL TO A HOME COUNTRY	22
	3. EXPENSES FOR STUDY AND LIVING	22
	4. INSURANCE	23
	5. STUDENT COUNCIL	23
PART VIII	REGULATIONS	24
	1. STUDENTS RESPONSIBILITIES	24
	2. WITHDRAWALS	25
	3. OVERSEAS TRAVEL REGULATION	25
	4. DORMITORY REGULATION	27
	5. DORMITORY RESTRICTIONS AND PENALTY POLICY	30

FAO World Fisheries University Pilot Programme

The FAO World Fisheries University (herein after referred to as “FAO WFU”) aims to contribute to ending poverty and hunger by providing higher education to countries with less developed technological, economic or social conditions.

The FAO WFU will be committed to the following objectives, (i) fostering fisheries professionals from FAO Member States and partners for them to build the capacity to lead the respective countries’ fisheries development, (ii) serving as a think-tank for fisheries policies to promote sustainable fisheries, thereby contributing to the attainment of FAO’s major goal of ending hunger and poverty and enhancing food security, (iii) promoting both South-South cooperation and the cooperation between developed and developing countries, (iv) providing education and training in line with the FAO’s projects relevant to the achievement of the objectives envisioned in the 1995 FAO Code of Conduct for Responsible Fisheries (the Code of Conduct) and the Blue Growth Initiative (BGI), (v) disseminating information on new resolutions and the Code of Conduct and (vi) providing a network connecting relevant individuals, organizations, institutes and initiatives to share expertise and the best practices in the field of fisheries.

The work towards the establishment of FAO WFU was initiated when the government of Republic of Korea submitted a concept note to FAO. It was formalized in October 2015 when the official proposal for the establishment of FAO WFU was submitted to FAO Council. In July 2016, FAO and the government of Republic of Korea agreed on a step-by-step approach of FAO WFU which included launching a FAO WFU Pilot Programme. The final decision on the establishment of FAO WFU is expected to be made at the FAO Conference in 2021 based on the outcome of the FAO WFU Pilot Programme.

The FAO WFU Pilot Programme at PKNL will be launched in March, 2020. Unlike the first phase of pilot programme which was implemented independently by the government of Republic of Korea, the FAO WFU Pilot programme will be a joint pilot programme with FAO in accordance with a Memorandum of Understanding (herein after “MOU”) between FAO and the government of the Republic of Korea. A successful implementation of the FAO WFU Pilot Programme will be a steppingstone to its formal establishment as an international organization.

The Master Degree Programme in Fisheries Science under the FAO WFU Pilot Programme will last for 18 months (three semester). The Master’s degree of Fisheries Science consists of three majors:

Aquaculture Technology, Fisheries Resource Management, and Fisheries Social Science. A total of 30 students will be accepted in this course, who will be assigned into each major (10 per major) considering their priorities, qualifications etc.. Thanks to the small class size (low student-to-faculty ratio), each student receives the maximum resources and attention from the faculty. Moreover, the diversity among the students will enable them to work and study within a multi-cultural environment and build up a global human network.

Historical Background

In the last several decades, dramatic economic growth put Republic of Korea on the map, earning the name “Miracle of Han-River”. With such prosperity, the country aims to share its knowledge of rapid growth with developing and least developing countries. As a former recipient of overseas aid and education investments from developed nations, the Republic of Korea was able to establish a strong foundation for rapid advancement of its educational system. This investment in human resources development played an integral part in lifting the country out of poverty. The Republic of Korea’s own experience and model for development can offer solutions for developing countries to tackle poverty.

Experience of Republic of Korea and FAO WFU for Human Resource Development

The MOU establishes the fundamental role of educational and knowledge transfer, and of the importance of strengthening human resources to support developing countries in their efforts to end hunger, achieve food security and improved nutrition and promote sustainable agriculture.

Fisheries resources are an important food source to address food shortages and serves as a vital source of protein. Fish now accounts for almost 17% of the global population’s intake of protein, and in some coastal and inland countries it can be as high as 50%. However, fisheries throughout the world confront growing threats, including rapid unhealthy expansion and from illegal unreported unregulated (IUU) fisheries. This not only endangers the supply and distribution of an essential food source in developing countries, it also negatively impacts the marine eco-system and the harms the livelihood of local communities that rely of fishing for income. These pressing issues demonstrate that better management and good practices are indispensable, especially in developing countries. To secure long-term sustainable prosperity for food distribution through sustainable fisheries, systematic educational in fisheries resources management and aquaculture technology is essential.

- **Programme Title:** FAO World Fisheries University (FAO WFU) Pilot Programme
- **Duration:** 18 months (March, 2020 - August, 2021)
- **Degree:** Master of Science in Fisheries (3 majors included: Aquaculture Technology, Fisheries Resource Management, Fisheries Social Science)
- **Objective**
 - To educate fisheries specialists in a variety of subjects in fisheries sciences including Aquaculture Technology, Fisheries Resource Management, and Fisheries Social Science
 - To contribute to the development of the fisheries industries in participation developing countries
 - To facilitate cooperative relationships and expand networks among participation developing countries in the field of fisheries science
- **Educational Institution:** Graduate School of FAO WFU, Pukyong National University
- **Number of Prospective Students:** 30 students (10 students per each major)
- **Medium of Instruction:** English
- **Accommodation:** Gwanggaeto Gwan, the dormitory of Yongdang Campus, Pukyong National University

1. ADMISSION REQUIREMENTS

■ Nationality

Applicants must be a national of developing countries (excluding applicants who have a dual nationality including Korea).

※ *Applicants' parents must not be Korean nationals and have a double nationality including Republic of Korea.*

■ Academic Requirements

Applicants must have a bachelor's degree, or be expected to receive one from an officially accredited educational institution from among the developing nations (at least by February 28th, 2020).

■ Language Proficiency

Applicants must have language competence in English enough to understand lectures delivered in English and write a dissertation in English.

■ Computing Competence

Applicants must be able to use at least MS-Office.

■ Others

Applicants should not bear any of the following relationships to a staff of FAO: father, mother, son, daughter, brother or sister. Applicants must have the capability to adapt to a multicultural environment.

■ Preferential Conditions

- A bachelor's degree in a related field
- Working experiences in a related field or governmental officials
- A recommendation letter from a head of related governmental organization
- A score of internationally recognized English tests (TOEFL, IELTS)
- A certificate of Microsoft Office specialist

※ *Preferential conditions shall be taken into account by the screening committee for the final selection.*

※ *Applicants will be required to submit a certificate of good health, on the basis of the*

results of a medical examination following the prescribed standards (see point 3.A.6 below), attesting to their ability to complete the academic programme in full (18 months).

2. ADMISSION PROCESS

Process	
Step 1.	2020 Application Period (September 9 ~ October 31, 2019)
Step 2.	Document Screening (November 4 ~ November 15, 2019)
Step 3.	Final Admission Notification (December 20, 2019)
Step 4.	Traveling Support to Busan (January ~ February, 2020)
Step 5.	Admission (March 2, 2020)

A. APPLICATION SUBMISSION

- The application package (including both PKNU application forms and other required documents) can be downloaded through <http://wfu.pknu.ac.kr> and <http://cms.pknu.ac.kr/pknuoia> and application documents should be sent by the submission date.
- Scanned copies are acceptable for on-line submission but original copies should be sent by post no later than the deadline date, **October 31, 2019**.

B. DOCUMENT SCREENING

- Document screening will be processed by PKNU.
- Every component included in the application package such as the undergraduate GPA, English proficiency, current affiliation, working experience will be evenly evaluated.

C. ADMISSION NOTIFICATION

- Result of admission will be notified to the applicants individually. Registration instructions, course registration and other necessary steps will be guided to individuals.

3. REQUIRED DOCUMENTS

A. REQUIREMENTS

- ① A PKNU application form
- ② A personal statement and a study plan (*※Required to be typed in English using MS-Office*)

- ③ A certificate of (expected) graduation (a bachelors' degree) and transcripts in English (※ *Notarization on English translation and educational certification are required.*)
- ④ A legal, state-issued certificate of the family registry that verifies applicant's family relationship in English (※ *Notarization on English translation is required.*)
- ⑤ A copy of passport
 - ※ *Applicants are required to have their passports with the expiry date of over 6 months from the date of the programme completion.*
- ⑥ A medical check-up report in English
 - ※ *Applicants are required to inquire the medical check-up items to the Korea Embassy in their countries before the medical check-up since the items can vary by countries.*
- ⑦ 5 photos
 - Size: 35x45mm (The area from the top of the head to the chin must be no less than 29mm, and no more than 34mm high.)
 - Taken within the last 6 months.
 - Taken with a neutral facial expression (eyes open and clearly visible, mouth closed, no smiling).
 - Taken with uniform lighting and not show shadows, glare or flash reflection.
 - Taken straight on, with face and shoulders centered and squared to the camera.
 - Taken in front of a plain white or light-colored background (no primary and dark colors) with a clear difference between your face and the background.

B. OPTIONAL DOCUMENTS FOR THE HOLDERS

- ① A score report of IELTS or TOEFL, etc.
- ② A certificate of Microsoft Office specialist
- ③ A recommendation letter from a head of a related governmental organization
- ④ A proof of employment

C. EDUCATIONAL CERTIFICATION

- **Applicants from the countries below are required to have an educational certification:** The Philippines, Indonesia, Bangladesh, Vietnam, Mongolia, Thailand, Pakistan, Sri Lanka, India,

Myanmar, Nepal, Iran, Uzbekistan, Kyrgyzstan, Ukraine, Nigeria, Ghana, Egypt, Peru, Guinea, Mali, Ethiopia, Uganda, and Cameroon. (*※Applicants from other countries still need to check with the Office of International Affairs beforehand.*)

■ Applicants can choose one of the two below for his/her education certification

a Apostille

※ An Apostille is to confirm the authenticity of documents by verifying the official seals or signatures and to issue a certificate of its authenticity. “Apostille confirmation” refers to confirmation that the documents issued in foreign countries are to be admitted. All the documents with Apostille are valid as official documents in Apostille joint countries

※ Regarding Apostille Contract: It should be inquired at the diplomatic office of the applicants’ country in Korea.

b Confirmation from a consul in Korean Embassy in an applicant’s home country or from a consul in his/her country’s Embassy in Korea.

Important Notes for Applicant:

1. Name and birth date on the application forms must be the same as the one on passport.
2. All forms must be typed in English (no italics) and all the supporting documents must be written in English. Documents in any other language must be accompanied by a notarized English translation. *※Any document not translated in English will be rejected.*
3. Original documents must be submitted. Should they be unavailable, however, copies must be authorized by the originating institution before they are submitted.
4. If any of the submitted materials contain false information, admission is rescinded.
5. An applicant whose forms and supporting documents are incomplete or unsatisfactory is disqualified for the admission process.
6. An Applicant should take full responsibility for any disadvantage due to his or her mistakes or omissions in the application.

4. APPLICATION SUBMISSION

Where to submit your application

- E-Mail: faowfu@pknu.ac.kr
- Address: Administration Office of Graduate School of FAO WFU, 604 Hanmir bldg, Pukyong National University, 365, Sinseon-ro, Nam-gu, Busan 48547, Republic of Korea
- Contact: +82-51-629-6683

※ Applicants should send the application form and other required documents both by e-mail

(photocopies acceptable) and by post (original documents). The original documents should arrive by post no later than the deadline, **October 31, 2019**.

※ Application form and other related documents can be downloaded at <http://wfu.pknu.ac.kr> and <http://cms.pknu.ac.kr/pknuoia>.

PART IV

PROGRAMME CONTENTS

1. OVERVIEW OF CURRICULUM

The education provided by the Master's degree program is in accordance with the international standard. This includes introducing advanced practices and knowledge in global fisheries and offering capacity building to gain a comprehensive understanding of and in response to international standards and key issues, such as acquiring fisheries and aquaculture technologies, training, policy making and management skills development, prevention of IUU fishing, etc. Courses cover not only specialized theoretical education, but also include field training and experiments to provide an in-depth perspective. The universities and research institutes in the field of fisheries will cooperate to allow students to utilize their scientific equipment.

	Aquaculture Technology	Fisheries Resource Management	Fisheries Social Science
Common Subjects	Aquaculture Systems and Management, Fisheries Stock Assessment, Fisheries Economics and Trade, Fisheries Management and Governance, Thesis Research Methodologies		
Compulsory Subjects	Finfish Aquaculture	Principles of Inland Fisheries	Small Scale and Subsistence Fisheries
	Crustacean and Molluscan Aquaculture	Climate Change Impacts on Fisheries	Blue Growth and Economy
	Seafood Disease and Safety	Fisheries Technology and Operations	Thesis Research
	Thesis Research	Thesis Research	-
Elective Subjects	Principles of Inland Fisheries	Finfish Aquaculture	Finfish Aquaculture
	Small Scale and Subsistence Fisheries	Small Scale and Subsistence Fisheries	Principles of Inland Fisheries
	Climate Change Impacts on Fisheries	Crustacean and Molluscan Aquaculture	Climate Change Impacts on Fisheries

	Fisheries Technology and Operations	Seafood Disease and Safety	Fisheries Technology and Operations
	Blue Growth and Economy	Blue Growth and Economy	Seafood Disease and Safety
	-	-	Crustacean and Molluscan Aquaculture

A. SECTION OF UNIT

B. CREDITS & CURRICULUM

Students must complete at least 24 credits for graduation, excluding the thesis submission.

■ **Aquaculture Technology**

Semester	Division	Subject	Credit
2020 Spring	Compulsory	Finfish aquaculture	3
	Elective	Principles of inland fisheries	3
		Small scale and subsistence fisheries	3
	Common	Aquaculture systems and management	3
		Fisheries Stock Assessment	3
		Fisheries economics and trade	3
2020 Summer	Common	Thesis Research Methodologies	3
2020 Fall	Compulsory	Crustacean and molluscan aquaculture	3
		Seafood disease and safety	3
	Elective	Climate change impacts on fisheries	3
		Fisheries technology and operations	3
		Blue growth and economy	3
	Common	Fisheries management and governance	3
2021 Spring	Compulsory	Thesis Research	1

■ **Fisheries Resource Management**

Semester	Division	Subject	Credit
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2020 Spring	Compulsory	Principles of inland fisheries	3
	Elective	Finfish Aquaculture	3
		Small scale and subsistence fisheries	3
	Common	Aquaculture systems and management	3
		Fisheries Stock Assessment	3
		Fisheries economics and trade	3
2020 Summer	Common	Thesis Research Methodologies	3
2020 Fall	Compulsory	Climate change impacts on fisheries	3
		Fisheries technology and operations	3
	Elective	Crustacean and molluscan aquaculture	3
		Seafood disease and safety	3
		Blue growth and economy	3
	Common	Fisheries management and governance	3
2021 Spring	Compulsory	Thesis Research	1

■ **Fisheries Social Science**

Semester	Division	Subject	Credit
2020 Spring	Compulsory	Small scale and subsistence fisheries	3
	Elective	Finfish Aquaculture	3
		Principles of inland fisheries	3
	Common	Aquaculture systems and management	3
		Fisheries Stock Assessment	3
		Fisheries economics and trade	3
2020 Summer	Common	Thesis Research Methodologies	3
2020 Fall	Compulsory	Blue growth and economy	3
	Elective	Climate change impacts on fisheries	3
		Crustacean and molluscan aquaculture	3
		Seafood disease and safety	3
		Fisheries technology and operations	3

	Common	Fisheries management and governance	3
2021 Spring	Compulsory	Thesis Research	1

C. DESCRIPTION OF UNIT

Semester	Subject	Professor	Description
2020-Spring	Fisheries Economics & Trade	-	To understand the theory of economic exploitation of living resources dealing with two dynamic systems; population dynamics and the dynamics of economic system
	Aquaculture Systems & Management	-	To develop an understanding of fisheries biology and to learn about fish population dynamics, systematics, aquaculture system, aquatic ecology, marine ecology, and water pollution.
	Fisheries Stock Assessment	-	To estimate how many fish there are, and they predict how fish populations will respond to harvesting and various other human activities. To provides important science information for conservation and management of fish stocks.
	Principles of Inland Fisheries	-	To manage inland fisheries and its ecosystems, identifying issues and agreeing actions using groups comprised of a range of interests and skills and developing multi-purpose action plans that tackle issues at inland fisheries.
	Small Scale & Subsistence Fisheries	-	To understand the small scale & subsistence fisheries related to the criteria developed for classifying fishers and resources suitable for their use, land the sectoral approach to small-scale & substance fisheries management
	Finfish Aquaculture	-	To learn about the different types of fish, especially those characterized by fins, and the methods of culturing them. And to conduct practical work on a local finfish culture including; carrying out feed formulations and feeding, management.

	Fisheries Technology & Operations	-	To develop the capacity fishing gear experts, designers, and engineers by learning four areas: principles of engineering, fishing gear design and constructions, tests of fishing gears, and selectivity of fishing gears.
2020-Summer	Thesis research methodologies	-	To learn that the researcher has expanded beyond his or her projections and has obtained some kind of breakthrough and synthesis of findings that can be communicated through consensus
2020-Fall	Fisheries Management & Governance	-	To learn the basic framework for fisheries management and governance structure, and to develop the knowledge and understanding, which will improve the ability to effectively and sustainably develop, manage, and utilize fisheries and marine resources.
	Crustacean & Molluscan Aquaculture	-	To understand the different types of Crustacean & molluscan culture techniques. Topics include general biology, types, classifications & identifications and selected examples of species that are commonly used for farming.
	Seafood Disease & Safety	-	To develop knowledge, understanding and skills, to allow professionals in aquaculture to produce high quality and healthy seafood production
	Climate Change Impacts on Fisheries	-	To understand effects of climate on fisheries in order to (i) show that climate affects the distribution, productivity and resilience of fish stocks, (ii) develop our understanding of the processes, and (iii) draw lessons from past experience
	Blue Growth & Economy	-	The unit is aimed at reconciling economic growth with improved livelihoods and social equity, and strengthening transparent, reliable and more secure food Systems. It aims to create an enabling environment for workers involved in fisheries to act as resource users.
2021-Spring	Thesis Research	-	Graduate qualifying examination Thesis defense

2. ACADEMIC SYSTEM

A. ACADEMIC YEAR

- Academic year consists of 2 regular semesters (Spring and Fall) and 1 seasonal session

(Summer).

B. CREDIT

- Regular Semester: Maximum 12 credits
- Seasonal Session: Maximum 6 credits
- Assessment: midterm and final exam, assignment, attendance and special exam depending on a course syllabus
- Credit system

Grade	A+	A0	B+	B0	C+	C0	D+	D0	F
Point	100–95	94–90	89–85	84–80	79–75	74–70	69–65	64–60	59–0
GPA	4.5	4.0	3.5	3.0	2.5	2.0	1.5	1.0	0.0

C. CLASS ATTENDANCE & PARTICIPATION

- Attendance for every class is compulsory to earn good academic scores. Lecturers will check your attendance in order to evaluate your academic scores with other assessments at the end of the class.
- In addition, participation in lectures is also an important part of university academic life.
- Lecturers encourage students to have discussions, as it allows fresh ideas to be considered and exchanged. Lecturers take note of students' positive participation as valuable and everyone is encouraged to express his or her view.

D. TITLE OF DEGREE

This is a Master's Degree programme in Fisheries Science. Master candidates who complete at least 24 credits and submit their thesis (non-credit but required course) will be granted the degree. The title of the degree is **Master of Science in Fisheries(MSc)**.

3. GRADUATION REQUIREMENTS

A. CREDIT AND GPA

- Minimum grade in each course: C_o.

✗Anything below C_o will not be considered as a passing grade.

- Minimum cumulative GPA for graduation: B。 (3.0 / 4.5)

B. GRADUATE-QUALIFYING EXAMINATION

- Exam subjects: Three courses that students should pass in all session
- Minimum point for graduation: 70 / 100 points in each exam subject
- ※ *Only one additional make-up exam might be possible only if the faculty committee approves.*

C. THESIS

- Thesis Advisory Committee (TAC): TAC consists of three persons (including a supervisor) who have a doctoral degree(Ph.D.)
- Thesis Evaluation Process

Step 1. Defense (Oral Presentation)	<ul style="list-style-type: none"> - Submit their thesis to Thesis Advisory Committee (TAC) and the Dean of Graduate School at least one week before the defense date. - Defense will be conducted in June and 15 minutes will be given to each student for oral presentation.
Step 2. Revision	<ul style="list-style-type: none"> - Candidates should complete all revisions recommended by TAC. - TAC signs off on Certificate of Approval to verify that candidates has met the required revisions.
Step 3. Final Thesis	<ul style="list-style-type: none"> - Submit an original file (MS word) of the final thesis with signed certificate of approval both to the library online and to the administration office by the designated date.

※ *If serious theoretical or ethical problems are found in the thesis, the Graduation Committee can withdraw the degree.*

※ *The expenses accompanied with the thesis (for making hard copies for the thesis evaluation and the final version and evaluation fee) will be covered by the Graduate School.*

D. GRADUATION PROCEDURE

- Minimum requirements of the Master's degree
 - Completion of minimum of 24 credits

- Completion of all the required (common and compulsory) courses
- Completion of thesis project
- Average GPA above 3.0 / 4.5 (B.)

1. GENERAL INFORMATION

PUKYONG NATIONAL UNIVERSITY (PKNU)

Pukyong National University(PKNU) has been regarded as the best university in the undergraduate educational system by unifying two local national universities successfully for the first time in Korea. Looking back at the educational history of these two universities (National Fisheries University of Busan and Busan National University of Technology), it has been more than 80 years from the moment of their inception.

PKNU has 60 departments and 15 interdisciplinary programs offering Master degrees, and 56 departments and 12 interdisciplinary programs offering Doctorate degrees. PKNU's new goal is to be a member of the top 100 global universities. We are also planning to support the development of promising new academic areas and to enhance the levels of specialized research projects in at least three fields of studies with the aim of being among the top 10 globally.

We will develop a more extensive global educational network to continue to give our students numerous opportunities to discover and realize their potential as globally competent human resources. Under the support of student exchanging programs, our students will be able to learn new research at foreign research institutions and experience diverse exotic cultures in other countries. At the same time, we will continue to encourage highly qualified international students to come to study here with us and develop a curriculum to meet their academic needs.

2. ACCOMODATION

DORMITORY

Dormitories at each campus (Daeyeon Campus and Yongdang Campus) of the University provide you with an opportunity to live in a comfortable, secured and well-managed environment. It has a central heating system, cafeterias, computer room, launderettes and lounge areas. Each room is fully furnished, but a participant has to bring his/her own linen, towel, slippers, and other things that

he/she may need. The room are single or double occupancy, and each room is furnished with a bed, a desk and a cabinet. Also each room comes with a private shower/lavatory room, a phone, wired and wireless LAN and air conditioner. In addition, there are two common laundry rooms in the dormitory basement (B1). There are several coin washing machines. It is prohibited to cook and to use electric heating appliances (cooker, heater, iron, kettle, etc.) in the room because of the fire risk.

Dormitory offers basic meals during the 17-month stay period. It is not possible to offer halal foods but the dormitories always offers eggs, fish and vegetables as an alternative to a meat dish. ..

A. GENERAL INFORMATION

- Room: the dormitory is separated by gender and students cannot enter another unit than theirs. Students must return to the dormitory before 1:00 AM.
- ※ ***Please read the dormitory regulation carefully. If you break the dormitory regulations, you will be evicted from the dormitory***
- Card Key: Students must carry their room card-key at all times (including cafeteria and laundry room) because the doors automatically lock when closed.
- ※ *A student will have to pay for the reissuance of a card key in case he/she loses his/her card key.*

- Meal: Students have a card keys for meals in the cafeteria (to be used with card reader)

Breakfast	Lunch	Dinner
07:40 ~ 09:00	12:00 ~ 13:40	17:00 ~ 18:40

- Laundry
 - 2 laundry rooms are in the dormitory basement (B1). There are several COIN WASHING MACHINES, which cost 1,000KRW (2 coins of 500KRW) and you can use the coin exchange machine.
 - **DO NOT WASH ANY BLANKET.** You should use a facility outside the campus for blanket laundry.
- Internet Connection
 - There is a LAN port beside your desk. You can connect your computer to the internet with the LAN cable. (You can buy one at the electronic store on the campus.)
 - Beside the port, you can see paper written IP, Gateway and DNS address to connect to the internet.

- Setting: Double click "My Network Places" → Click "Local Area Connection" and then Click right button of your mouse → "Properties" → Select "Internet Protocol"(TCP/IP) → Click "Properties" → Check "Use the following IP address" → Enter the IP address, and subnet mask is automatically shown → Enter Default gateway → Check "Use the following DNS server addresses" → Enter DNS address

3. LIBRARY

Starting with the University's amalgamation in July 6, 1996, the library of PKNU was renamed from two libraries: the library of National Fisheries University of Pusan that had opened on March 28, 1941 and the library of Pusan National University of Technology that had opened on November 10, 1958. There is the central library, the engineering library and the study library separately operated.

The library, as a university library meets the needs of a knowledge-based society, and attempts to take a leading role at the core of education by providing a user-centered service to faculties and students for their academic research and learning activities.

The library runs a state-of-the-art web-based library system (<http://libweb.pknu.ac.kr>) providing highly professional academic information and material as well as wide-ranging contents through an integrated search system. Furthermore, the library is developing into a leading academic information resource center of the 21st Information Age.

In addition, it is doing its best to provide users with a better study environment and fulfill its role as the academic information center. The library has expanded its ties with other university libraries and research centers, pursuing a wide and diverse application of information.

1. IMMIGRATION REQUIREMENT**A. APPLYING FOR CERTIFICATE OF ALIEN REGISTRATION**

- If you have a General Student Visa (D2), you should register your stay and get permission at the Immigration Office within 90 days from your arrival in Korea.
- Required documents: Passport, Application form (obtained at the Immigration Office or the Website), Certificate of Studentship (issued at Student Service Center), 2 colors photos (3x4) and Fee (KRW30,000)
- It will take at least two weeks.

B. OBLIGATIONS

- To carry the alien registration card with you wherever you are in Korea.
- To apply for re-issuance of the card: If your Alien Registration card is lost or damaged, you should apply for re-issuance of the card to the Immigration Office in your jurisdiction within 14 days after the lost.
- To report personal changes on the card
- To return the card: You should return your card to the Immigration Office

C. VISA EXTENTION

- You should extend your visa before its expiry date.
- It can be extended until your registered term finishes.
- Please process your request at least two weeks before your visa expires.
- Required documents: Passport, Application form (obtained at the Immigration Office), Certificate of Studentship (issued at Student Service Center), Certificate of Alien Registration, Notarized Sponsorship Letter and Fee

D. INFORMATION OF IMMIGRATION OFFICE

- Address: 17-26 Jungangdong 4-ga, Jung-gu, Busan

- Phone: 82-51-461-3091~3095
- Website: <http://www.immigration.go.kr>
- How to get to the immigration Center
 - By bus: Take bus #26 and get off at the Jungang-dong Stop
 - By subway: From Jungangdong subway station (exit #10 or #12), it takes roughly 5 minutes to the Immigration Office.

2. BANK

A. OPENING A BANK ACCOUNT

- You need to open a bank account immediately after arriving. On the first floor of the University Welfare Center (Bldg No.20), there is a branch of the National Federation of Fisheries Cooperative (Suhyup), which has the same system as general banks in Korea. It is mandatory to open a “Suhyup” bank account because your monthly living expenses will be given only to your “Suhyup” bank account.
- Required Documents: Personal ID (Passport or alien registration card), a minimum deposit
- Procedure

Step 1	Take a waiting number sheet from the machine near the entrance of the bank. Your turn will be indicated by the number in front of each teller.
Step 2	<p>Fill out an initial application form for banking transactions, sign on the form and submit the form to the teller.</p> <p>※ Check Card (Debit Card): Issuance of a check card is highly recommended because it's more convenient to use a debit card to pay or buy something in Korea. Be sure that a check card cannot function as a credit card.</p>
Step 3	Receive your own bank book (and check card).

B. CHECK CARD (DEBIT CARD)

- A check card (also known as a bank card, plastic card or check card) is a plastic payment card that can be used instead of cash when making purchases. It is similar to a credit card, but unlike a credit card, the money is immediately transferred directly from the cardholder's bank account when performing any transaction.

- Issuance of a check card is highly recommended because it's more convenient to use a debit card to pay or buy something in Korea.
- It can be issued when opening a bank account. Ask for the issuance to the teller.

C. BUSINESS HOURS

- Monday to Friday from 09:00 to 16:00
- Usually, up to 30 minutes before closing is enough to complete most banking procedures and it is recommended not to visit at lunch time (rush hour).
- ATM (Automated Teller Machine): There are some ATM for simple banking services such as withdrawal, deposit, transfer, etc.) available with a check card or a bankbook in front of "Suhyup" and some other buildings. Be sure the ATM is of "Suhyup" not to pay a commission by using other banks' ATM.

1. TRAVEL TO KOREA

- The Graduate School of FAO WFU Pilot Programme arranges and pays for the selected students to travel to and from Korea.

※ *Any extra expense incurred by flight changes according to a student's individual request will be covered by the student.*

- The selected students are responsible for the issuance of the required "Study Abroad Visa," [D-2].
- Visa issuance procedure

Step 1	Receipt of the Acceptance Letter (not an original but a copy) by e-mail
Step 2	Inquiry of the required documents for visa issuance to the Korean Embassy in each country
Step 3	Issuance of the required documents from related organizations
Step 4	Receipt of the original Acceptance Letter by post from the Graduate School
Step 5	Visa issuance application to the Korean Embassy with the original Acceptance Letter and the issued required documents

2. TRAVEL TO A HOME COUNTRY

- The luggage regulations on the flight back to one's home country may not be the same as those of the flight coming to Korea. The airlines may be different and therefore the limitation of luggage weight may also vary.
- Before the departure, students are required to search for the way to send their extra luggage and other stuff such as EMS service of Korean Post Office.
- No expenses other than the flight ticket will be supported.

3. EXPENSES FOR STUDY AND LIVING

- The following expenses will be covered during the programme duration.
 - Tuition Fee

- Accommodation (including two meals)
- Monthly Living Allowance: 618,000KRW (about USD 550)

※ *No other financial supports will be provided by the Graduate School except for the items specified in the Programme Information.*

- The monthly living allowance will be given to each student's bank account and the students are required to write and submit "Monthly Report" to the administration office before the last day of each month. Delay of the submission can lead to the delay of payment of living allowance.

※ *Monthly Report: A form that students should report their daily academic history*

4. INSURANCE

- The Graduate School of FAO WFU will cover insurance for cases of illness or accidents during the students' stay in Korea.
- Please note that expenses related to chronic pre-existing medical conditions or illnesses (e.g. high blood pressure, diabetes, tuberculosis, etc.), pregnancy and mental illness will not be covered.
- Required documents for an reimbursement: a prescription with a disease code, a receipt from both a hospital (detailed specification included) and a pharmacy
- Students are required to submit the documents mentioned above to the administration office so that the office files a claim for the reimbursement.

5. STUDENT COUNCIL

- Purpose
 - To strengthen the relationship among students
 - To make it easier for the administrative office and the students to communication each other
 - To encourage the students' active and positive participation in this programme
- With the beginning of the semester, a student council will be organized. A president, a vice president, 3 representatives of each major will constitute the council.
- Each position will be occupied through the student election.
- Detailed descriptions of the council's role will be discussed and specified later.
- Issuance of the certificate of activities as a member of the student council will be granted on the graduation.

PART VIII REGULATIONS

1. STUDENTS' RESPONSIBILITIES

STUDENTS ARE REQUIRED

- To take up the scholarship in the academic year for which it is offered. (A deferral is not allowed.)
- To follow the educational programme to the best of their ability and abide by the rules of the Graduate School.
- To reside in the accommodation designated by the educational institute for the duration of the course and in case a student stays a night outside or take holidays or temporary leave, he or she should notify in advance to the administration office of the graduate school and the dormitory.
- To maintain an appropriate study load and achieve satisfactory academic progress for the course. If a student fails to attain certain grades required by the Graduate School, the student may not be possible to complete the course pursuant to the Graduate School's Regulation.
- To participate in all activities associated with the approved course of study including all lectures and tutorials, submit all work required for the course and sit for examinations.
- To notify the administration office of the graduate school in advance and get an approval for temporary leave.
- To advise the graduate school of any personal or family circumstances such as health problems or family problems which may seriously affect their study.
- To refrain from engaging in political activities or any form of employment for profit or gain.
- To agree to collect personal information of the Graduate School the graduate and share that information with other relevant parties, if necessary for the programme operation: The Graduate School of FAO WFU will not provide any assistance nor take any responsibility should a student wish to extend their stay in the Republic of Korea beyond the academic programme. Students will be required to leave the country upon completion of the Masters' programme.
- Not to be accompanied by their family.

2. WITHDRAWALS

- In principle, a student is not allowed to withdraw from the course once the course starts.
- A student may withdraw with valid personal or home country's reasons (such as health or work issues) acceptable to the Graduation School.
- If a student fails to attain certain grades required by the Graduate School, he or she may be forced to withdraw and leave PKNU.
- A student who withdraw may have to reimburse to the graduate school all or part of the living allowance he or she has already received for the remaining period from the date of departure from Korea.

3. OVERSEAS TRAVEL REGULATION

- Overseas travel of the students is prohibited in principle, and will only be allowed, subject to the Dean's approval, under the following circumstances:
 - Attendance at an academic event: The student may be away from the graduate school during the event itself, plus one day before and one day after for the purposes of travel.
 - Attendance at a funeral for a member of the student's immediate family or the student's spouse's immediate family: The student may be away from the graduate school for up to 5 days, which must include the day of the funeral itself, plus one day to travel to and one day to travel from the funeral.

- Application and approval procedure

Step 1	Consultation with the coordinator of the administration office about a student's overseas travel plan
Step 2	Submission of the "Application for Overseas Travel" form with the supervisor's signature to the administration office <i>※ Any form of documents to prove the reason for overseas travel should be submitted along with the application form.</i>
Step 3	Issuance of the "Approval/Disapproval on the Application for Overseas Travel" form after the Dean's decision Receipt of the form from the coordinator and prepare for the travel
Step 4	<i>※ Any further procedure for travel (ticketing, seeking visas, etc.) should proceed only after a student receives the confirmation from the administration office.</i>

- The graduate school does not pay expenses for an overseas travel and the students will be

responsible for any costs due to accidents or other events during the travel period.

- If the travel exceeds 15 days, the graduate school will not pay the living allowance for the days in excess of 15 days.
- The penalty for violation of the regulations above will be at the discretion of the Dean, and may include anything up to and including repatriation.

4. DORMITORY REGULATION

Chapter 1. General Rules

Article 1. (Purpose)

The purpose of these regulations is to define and regulate necessary matters for communal living in the student residence center.

Article 2. (Name of the Regulations)

These regulations shall be names as “regulations” hereafter.

Chapter 2. Resident Council

Article 3. (Launch of the Resident Council)

The student residence center has the resident council.

Article 4. (Organization and Duties)

- ① The council consists of two presidents of each dormitory (Sejong-Kwan and Kwanggeto-Kwan)
- ② The president of the council is required to have stayed at least two semesters in the dormitory and have GPA over B+ is elected by ballot, and have 1 year of term in office.
- ③ In the case of absence of the president of the council, the vacancy is to be filled at by-election and the new president works in office for the days left by the previous president.
- ④ The board member of the council is recommended by the president and the Director of the dormitory nominates them.
- ⑤ The council tries to preserve the public order and to effectively maintain the communal living in the dormitory.

Chapter 3. Entry and Living of the Dormitory

Article 5. (Eligibility for Residence)

The eligibility for residence is as follows.

Article 6. (Selection of the Residence)

- ① The standard to select residents is based on the selection guide.
- ② Registered students (both graduate and undergraduate students) are selected in every November based on the GPA of two previous semesters.
- ③ Residence applicants can apply for either of Sejong-Kwan or Kwanggeto-Kwan.

Article 7. (Documents for submission)

Residents should submit priority selection form and their medical report to the Director of the residence.

Article 8. (Assignment of the Rooms)

Residents can select their rooms based on the standard set by the Director.

Article 9. (Leaving the Dormitory)

- ① The Director can order the expulsion of a student who has accumulated more than 5 penalty points.
- ② Residents who want to leave before the end of the semester are required to submit the

- leave-form three days ahead.
- ③ Every belonging of the residents leaving the dormitory are subject to the Director's order.

Chapter 4. Conducts in the Dormitory

Article 10. (Conducts)

Residents are expected to comply with these items for public morals.

1. Neat and tidy dress
2. Sanity in rooms
3. Observance of time
4. No use of electric heater
5. No gambling, drinking alcoholic drinks, violence, or theft
6. No damage or movement of facility
7. Not carrying hazardous substances including inflammables and explosives
8. Not wearing indoor slippers outside
9. No attachment of ads without permission
10. No use of other residents' mail
11. No disruptive behavior in the dormitory
12. No smoking
13. Other behavior that can damage the public moral

Article 11. Meal

- ① Meal time is designated as follows

Breakfast	Lunch	Dinner
07:40 ~ 09:00	12:00 ~ 13:40	17:00 ~ 18:40

- ② Each student is assigned to each floor for restaurant to prevent too much crowd.
- ③ Special meal (rice soup) for those who are sick is always available.
- ④ Residents can ask in advance for their special dish in terms of their Religious or cultural needs.

Article 12. (Notification or Absence)

Residents are required to notify the dormitory manager ahead of the absence from sleeping out overnight, homecoming visit by submitting the prescribed form.

Article 13, (Roll-call)

The Director of the residence center can launch the roll-call in principle.

Article 14. (Mail)

Residents can take their ordinary mails from their mailbox on the first floor. ID card and signature are required for residents to receive special mail.

Article 15. (Maintenance)

- ① Residents should promptly notify staff in charge when they find any damage of electric facility, faucet, or heating system.
- ② Any damage of facility by residents should be compensated whether by accident of intention.

Article 16. (Notification and Announcement)

- ① Notice or announcements should be posted on the designated board.

- ② Any notice or announcement are deemed to be informed in 48 hours of posting.
- ③ Residents are required to ask permission to post notice or announcement.

Article 17. (Report or Procedure)

- ① Residents should report the result of any directions by the director or staff related.
- ② Residents can express their opinion or suggestions in principle to resident council or to resident member of the board.
- ③ Residents should report any theft or accidents to the administrative office.

Article 18. (Function or Event)

Any function or event by residents should be permitted in advance by the director three days ahead, and the function or event should be ended before night.

Chapter 5. Boarding Fees for Dormitory

Article 19. (Boarding Fees)

Boarding fees every semester includes fees for

- 1. Maintenance
- 2. Meals
- 3. Resident council administration

Article 20. (The Amount of the Boarding Fee)

The Director draws the estimated income and expenditures, which the steering committee reviews, and the President of the university finally set the amount of the boarding fee.

Article 21. (Calculation of Meals and Administrative Fee)

- ① Fees to be refunded or imposed are subject to be calculated in accordance with special articles.
- ② Meal refund request can be made when residents make the request by submitting a prescribed document three days ahead of the absence of the meal. Residents can make a meal refund request only when they cannot eat meals due to any reason that academic affairs regulation permits (such as official university events, field training, or the ceremonial occasions of funeral, and wedding of lineal ascendants and descendants).

※ *Matters on hygiene are subject to some arguments between roommates and all the students must keep their own space neat and clean not to put themselves into an uncomfortable situation.*

Penalty Subjects	Penalty								
Students who <ul style="list-style-type: none"> - Disobey the dormitory instructions or use verbal/physical violence to the staff - Cause fire in the dormitory - Steal or intend to steal someone’s belongings. - Stay or let others stay in the dormitory by an illegally transferred entrance card. 	Permanent Expulsion from Dormitory								
Students who <ul style="list-style-type: none"> - Accompany outsiders inside the dormitory and provide lodgings - Accompany the opposite sex in their room without permission - Gamble, get drunk, assault and make disturbance under influence (stupor, noise) in the dormitory - Cook or do related behaviors in the room 	5 points (Expelled)								
Students who <ul style="list-style-type: none"> - Smoke in the room or inside the buildings - Bring in flammable objects into the dormitory - Banned objects <table border="1" data-bbox="233 1010 1106 1296" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Classification</th> <th>Items</th> </tr> </thead> <tbody> <tr> <td>Flammable articles</td> <td>All Types of Heaters (Electric Pads, Heat Fans, Stove, Iron, Butane gas, Thinners, Gasoline, etc.)</td> </tr> <tr> <td>All types of cooking equipment</td> <td>Electric Rice Cooker, Coffee Pot, Hot plate, Microwave, Gas burner, Oven, etc.</td> </tr> <tr> <td>Bothersome items</td> <td>Alcoholic Beverages, Pornography, Gambling Items</td> </tr> </tbody> </table> <p>※ <i>Living Necessaries (Chargers, Hair Dryer, Electronic Shavers, etc.) are allowed.</i></p> Students who <ul style="list-style-type: none"> - Do not use designated entrance or abet such actions: <ol style="list-style-type: none"> a. Use the exit door of cafeteria/emergency entrance. b. Try to arbitrarily make alteration to the entrance door. - Abet entrance of strangers to the dormitory or accompany strangers in the dormitory. 	Classification	Items	Flammable articles	All Types of Heaters (Electric Pads, Heat Fans, Stove, Iron, Butane gas, Thinners, Gasoline, etc.)	All types of cooking equipment	Electric Rice Cooker, Coffee Pot, Hot plate, Microwave, Gas burner, Oven, etc.	Bothersome items	Alcoholic Beverages, Pornography, Gambling Items	4 points
Classification	Items								
Flammable articles	All Types of Heaters (Electric Pads, Heat Fans, Stove, Iron, Butane gas, Thinners, Gasoline, etc.)								
All types of cooking equipment	Electric Rice Cooker, Coffee Pot, Hot plate, Microwave, Gas burner, Oven, etc.								
Bothersome items	Alcoholic Beverages, Pornography, Gambling Items								
Students who <ul style="list-style-type: none"> - Violate the dormitory administrative instructions <ol style="list-style-type: none"> a. Change the assigned rooms without the permission from administration b. Checked out without returning the card keys c. Do not follow the instructions of the dormitory administration 	3 points								

5. DORMITORY RESTRICTIONS AND PENALTY POLICY

<ul style="list-style-type: none"> - Deliberately vandalize or arbitrarily change the place of public articles and in-room furniture (cleaning tools, fire extinguishers, sofa etc.). - Scribble or post unauthorized banners/placards/posters/ads without the permission from administration. - Let outsiders use cafeteria by lending card keys or accompanying outsiders. - Behave in a way that harms the image and reputation of the dormitory. 	
<p>Students who</p> <ul style="list-style-type: none"> - Do activities that are not suitable for community life or are harmful to others <ul style="list-style-type: none"> a. Making excessive noise b. Bringing or breeding pets into the dormitory - Sleep outside without informing the dormitory officials - Harm the customs of the dormitory or Behave in a corresponding way <ul style="list-style-type: none"> a. Spit in the dormitory area b. Litter in the dormitory area c. Have sexual/physical affair, Act in a way corruptive of public ethics d. Smoke in the dormitory area e. Do not take off shoes in the room - Disturb others while using the internet - Use others' IP address, spread malicious code, spread false information 	2 points
<p>Students who</p> <ul style="list-style-type: none"> - Do not keep their rooms clean and organized. <ul style="list-style-type: none"> a. Do not keep personal belongings organized and are negligent to the piled trash. b. Do not follow hygienic life by not ventilating the room regularly and keeping room cleanliness. - Violate the normal curfew hours. <p>※ <i>Those who submitted explanation letters and have permission in advance are exempted.</i></p> <ul style="list-style-type: none"> - Leave the room without turning off air conditioner, water, heater, TV, PC etc. - Be absent at orientation or official roll call without permission. - Park bicycles or motorcycles in unauthorized area and breach the orders. 	1 point

※ *Besides the regulations above, if actions that fall under the category of violating dormitory instructions or resident are assumed irresponsible for following instructions, the Director may accept suggestion from the council and penalize.*