**4th International Winter Course**

**Human Rights and Asia 2017**

**9–20 January 2017**

**Seoul National University Human Rights Center**

**(Seoul, Republic of Korea)**

**Application Guidelines**

1. **Requirements**

This course is designed for postgraduate students, researchers, activists, lawyers and national and international civil servants from all countries around the world who demonstrate a high level of interest in human rights and Asia. The course is taught in English. Fluency in oral and written English is therefore required. The number of participants is limited to 40 and participants will be selected in a way to ensure the diversity within participants in terms of professional and academic background, region and field of interests.

1. **How to apply**
	1. Required documents:
		1. **Online Application Form**
		2. **Application Documents**: **Motivation Letter,** **Research/Advocacy Plan**, **Scholarship Application Form** (for those who wish to apply for a scholarship)
		3. **CV**
		4. **One letter of recommendation**
	2. Fill out the **Online Application Form** in the Google Form below and finalize it by clicking on the “Submit” button:

<https://docs.google.com/forms/d/e/1FAIpQLSeGw0I867VitdSxJEcdHQ0PkJRBWTdrkUbBrTldwIHdQgLmnQ/viewform>

* 1. Complete the following **Application Documents** contained in the annexes below and save this document under the file name: “Your SURNAME & Name – Application 2017.docx”
		1. **[Annex I] Motivation Letter**
		2. **[Annex II] Research/Advocacy Plan**
		3. **[Annex III] Scholarship Application Form** (for those who wish to apply for a scholarship)
	2. Save your **CV** under the file name: “Your SURNAME & Name – CV 2017”
	3. Send the two files (**Application Documents** and **CV**) to hr-courses@snu.ac.kr with the subject line “Your SURNAME & Name – 2017”
	4. **Letter of recommendation**:
		1. To be sent to hr-courses@snu.ac.kr directly by your referee (your university supervisor or your employer/colleague).
		2. Both the attached file name of the letter of recommendation and the subject line of the e-mail should be: “Your SURNAME & Name – Recommendation 2017”. Please make sure that the recommendation letter also meets the deadline below.
1. **Application deadline**
* **Applicants applying for a scholarship**: **Friday, 7 October 2016, 18:00** (Korea Standard Time: GMT +09:00)
* **Self-funded applicants** (i.e. not applying for a scholarship): **Friday, 28 October 2016, 18:00** (Korea Standard Time: GMT +09:00)
1. **Course fee**
* For overseas participants: USD 300
* For domestic participants: KRW 300,000

The course fee covers tuition, course materials, refreshments, daily lunch during the course including a welcome lunch (first day) as well as a farewell reception (last day). It **does NOT** cover accommodation (see below), breakfast, dinner and meals during the weekend.

1. **On-campus accommodation (optional)**
* SNU Gwanak Residence Halls (<http://dorm.snu.ac.kr/eng/sub02/sub02_2_1.php#tab_menu02>)
* Accommodation fee: USD 250 (for 13 nights)
* Check-in date: Sunday, 8 January 2017, from 14:00
* Check-out date: Saturday, 21 January 2017, until 12:00 (noon)

The above student dormitory on campus is available for all participants (optional). Two participants will share a twin room.

If you wish to use this on-campus accommodation, please indicate so on the **Online Application Form**.

1. **Scholarship**

A limited number of scholarships are available for participants with financial difficulties to pay for the course. Applicants who have financial difficulties may apply for a full or partial scholarship provided by us. The scholarship may include the course fee, the accommodation fee at the student dormitory on campus and, where relevant, visa fee. Airfare will be reimbursed upon presentation of relevant receipts up to a ceiling amount. The scholarship **does NOT** cover other travel or daily living expenses during the course. Please also note that the number of full scholarships is very limited due to our tight budget.

If you wish to apply for a scholarship, please indicate so on the **Online Application Form** and also complete the **Scholarship Application Form** contained in **[Annex III]** below.

1. **Selection process**

After a careful review of the applications, successful applicants will receive a letter of admission and fee payment guidelines. Selected participants will be expected to pay the course fee and the accommodation fee (if applicable). All overseas participants are also required to send us a scanned copy of their passports.

1. **Contact us**

For more information on the course and application procedure, please contact:

Dr. Joo-Young LEE, Course Director

Ms. Jiyoon KIM, Course Coordinator

Mr. Daeyeob KIM, Course Coordinator

Address:

**Seoul National University Human Rights Center**

Seoul National University,

1, Gwanak-ro, Gwanak-gu,

Seoul 08826, Republic of Korea

E-mail: hr-courses@snu.ac.kr

Website: <http://hrc.snu.ac.kr/en/courses/asia>

Tel: +82 (0)2 880-2426

**[Annex I]**

**Motivation Letter**

|  |  |
| --- | --- |
| **Full Name:**  |  |
| **E-mail:**  |  |

**Why do you wish to participate in this course? What are your expectations for this course?**

(Word limit: 200 words)

**[Annex II]**

**Research/Advocacy Plan**

|  |  |
| --- | --- |
| **Full Name:** |  |
| **E-mail:**  |  |

Every participant is expected to give a presentation about either a research or advocacy plan on a topic of his or her choice which is related to the course. Before your presentation, you will have an opportunity to discuss about your topic with the Course Director, Dr. Joo-Young LEE, which will help you develop your research/advocacy plan with the 13 lectures during the course. Please briefly state your research topic or a problem that you want to address.

(Word limit: 500 words)

**[Annex III]**

**Scholarship Application Form**

(for applicants applying for a scholarship)

|  |  |
| --- | --- |
| **Full Name:**  |  |
| **E-mail:**  |  |

**Please describe your financial situation and why you feel that you need this scholarship in order to participate in this course.**