

[붙임4] 개인정보제공활용동의서 AGREEMENT TO COLLECT AND USE PERSONAL INFORMATION

AGREEMENT TO COLLECT AND USE PERSONAL INFORMATION

The Institute for Far Eastern Studies at Kyungnam University (hereafter, referred to as IFES) values the right to protection and privacy of the applicant's personal information in accordance with the Personal Information Protection Act of the Republic of Korea. IFES is required to obtain the applicant's consent to collect and use his or her personal information contained in the application.

Please read the information below and check whether or not you consent to IFES's collection and usage of your personal information.

I. Objectives of the Collection and Usage of Personal Information

- IFES collects the applicant's personal information for the following objectives:
 - (1) To identify the applicant during the application and screening process (confirmation of eligibility);
 - (2) To inform the applicant of their application status and results; and
 - (3) To form an agreement for providing the IFES grant (confirmation of the applicant's identity and his or her decision).
- IFES will not disclose or use the personal information that it collects from its applicants for any other objective other than the scope of the aforementioned authorized usage.

II. Personal Information that is Collected and Used by IFES

• Required Information

Category	Items to be collected and used
Applicant	Name, Gender, Date of Birth, Nationality, Current Residency, Current Position, Address, Telephone Number, Email, Passport information
Recommender	Name, Affiliated Institution, Position, Telephone Number, Email, Address

• Optional Information

- (1) Education; career; dissertations & publications; status of application for other grants

III. Period to Retain and Use Personal Information Collected from the Applicants

- Personal information as above will be retained and used:
 - (1) For up to 3 years: Applicants for this grant program

IV. Right to Withhold One's Consent and Disadvantages Thereof

- Applicants have a right to withhold their consent about the terms of IFES in the collection and usage of applicant's personal information.
- Disadvantages of withholding one's consent: The aforementioned personal information is necessary for the application process. An applicant's application to the *2023 Academic and Policy Research Projects on North Korea and Unification* cannot be processed if he or she withholds consent to the collection and usage of personal information by IFES. The process can commence only when consent is granted.

[Consent to collect and use personal information]

I fully understand this agreement and consent to IFES in their collection and usage of my personal information as stipulated above.

- Required Information (I agree ☐ I do not agree ☐)
- Optional Information (I agree ☐ I do not agree ☐)

(Date)

(Print Name)

(Signature)

[붙임5] 추천서 LETTER OF RECOMMENDATION

LETTER OF RECOMMENDATION

To the applicant: Please fill in your name and the other required information below, and then inform references of this before beginning the application process.

To the reference: All letters should be written by the reference himself or herself and submitted directly to the IFES (ifes_apply@kyungnam.ac.kr) before the closing date 15, Mar, 2023, 18:00 KST.

All application documents, including letters of reference, must be submitted by the deadline.

Name of Applicant: (Surname) _____ (Given Name) _____

Nationality: _____

To be completed by the recommender:

Please provide your frank and candid evaluation of the applicant who is applying for support from the 2023 Academic and Policy Research Projects on North Korea and Unification. We greatly appreciate your time and effort.

* You may use your own recommendation letter template and attach your letter to this form. However, we hope to glean the following information of the applicant from your recommendation letter:

Recommender's Name

Position or Title: University (Institution):

Address:

(zip-code:)

Email: Tel:

[붙임6] 지원체크리스트 Application Checklist

Application Checklist

Name of principal investigator: (Surname) (Given Name)
(*Please check (√) in the appropriate box.)

Application Documents		Submission Status	
		Yes	No
1	Application Form 연구과제신청서		
2	Research proposal (attachment1) 연구수행계획서		
3	Budget justification (attachment2) 연구비용산출내역서		
4	Curriculum Vitae (attachment 3) 연구비용수행자이력및실적		
5	Agreement to collect and use personal information (attachment 4) 개인정보제공활용동의서		
6	Letter of Recommendation (attachment 5) 추천서		
7	Certificate of Doctoral degree or Ph.D. Course Completion Certificate (PDF file) 박사학위 /수료증명서		

8	Proof of Employment (PDF file) *If you have a current position 재직증명서*현직자의경우		
9	Applicant's Proof of Citizenship Document (Scanned Passport file) 지원자국적/시민권증명서류(여권스캔본)		
10	Published Papers, Research papers, and etc. 출간한학술지,연구저서/논문등		

- Regarding required documents except IFES Forms, only scanned files (in PDF format) are valid. Image files will not be counted toward the application. (Please do not upload pictures taken with your cell phone.)
- The application form and all required documents must be submitted in English or Korean. If documents are submitted in other languages, please submit both the original file and a verbatim translation.
- Please submit the application form (ONE Word file) and other required documents (ONE PDF file) via email. You should submit 1 Word file and 1 PDF file.
- File format
Ex. the 2023 for Academic and Policy Research Projects on North Korea and Unification applicant
 1. IFES_ResearchProject_2023_LAST NAME, FIRST NAME_Application form
 2. IFES_ResearchProject_2023_LAST NAME, FIRST NAME_Required Documents