

# 2026 Smart Sister Program Call for Participants

## I

### Objectives

The Smart Sister Program supports student-led group activities that:

- Encourage STEM students to design and lead academic and cultural initiatives
- Strengthen collaboration and teamwork skills essential for research environments
- Foster an inclusive and open research culture through interdisciplinary and multicultural exchange

## II

### Program Overview

#### ☐ Eligibility

##### **Applicants must**

- Be undergraduate or graduate students majoring in science or engineering
- Currently reside in Korea
- Be willing to participate in a diverse, multicultural group.  
(There are no restrictions on nationality or gender.)

#### ☐ Program Details

- **Program Period:** May 4, 2026 – August 14, 2026
- **Group Composition:** Applicants must form a small group that meets the following requirements.
  - 5-10 members per group
  - Members must represent at least three different nationalities.
  - At least one Korean female student is required.
  - Male students may participate but must not exceed 50% of the group.
  - The group leader (student representative) must be a female student.
  - Female members must register on the WWST platform
- **Program Activities:** Each group will design and carry out activities that include both of the following components:

- **Research & Academic Development**

Activity that build subject knowledge and research skills such as seminars, mentoring, lab tours, or study sessions

- **Cultural Exchange**

Creative and interactive activities designed to understand cultural backgrounds of team members

*※ Activities should be interactive and purpose-driven, not limited to passive experiences such as dining or sightseeing.*

• **Program Requirements**

- Conduct at least three (3) meetings, each lasting a minimum of 60 minutes
- Ensure majority participation at each meeting
- Submit activity reports and expense documentation after each meeting
- Deliver a final presentation in English at the 2026 Young Woman Scientist Camp (August)
- Complete a program evaluation survey after all activities are finished

☐ **Benefits and Support**

- **Number of Groups Selected:** 6 groups
- **Funding Amount:** Up to KRW 900,000 per group
- Funding covers honoraria, meals and refreshments, venue rental, cultural activity expenses, etc.
- **Funding Disbursement**
  - Expenses are reimbursed after submission and review of required documentation.
  - All payments must be made using a designated credit card.
  - Reimbursement will be deposited into the student representative's bank account
- ※ All expenditures must comply with the Smart Sister Program Guidelines and the National Research and Development Innovation Act.*
- **Best Performance Award**
  - All groups will be evaluated based on their final presentations and overall performance.
  - One group will receive the Best Performance Award with a KWSE President Certificate and a cash prize of 300,000 KRW.

### III

## Application and Evaluation

#### ☐ Application

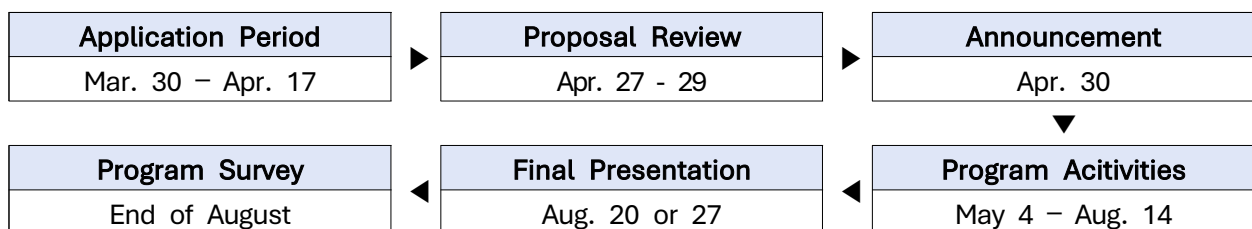
- **Application Period:** March 30, 2026 – April 17, 2026
- **Required Document:** Proposal for Smart Sister Program (Use the official template)  
※ *Proposals may be submitted in Korean or English.*
- **Submission Format:** HWP or Word (editable format)
- **Submission Email:** ywscamp@kwse.or.kr
- **Inquiries:** KWSE Secretariat (ywscamp@kwse.or.kr)

#### ☐ Evaluation

- Applications will be reviewed by a panel of female experts based on:

Evaluation Criteria		Score
<b>Team Diversity</b>	Diversity in gender and cultural background	20
<b>Relevance</b>	Alignment with program objectives	30
<b>Quality &amp; Feasibility</b>	Clarity, feasibility, and expected impact of activities	40
<b>Budget Feasibility</b>	Appropriateness of budget plan	10

#### ☐ Timeline



※ Timeline is subject to change.

This program is funded by the Science and Technology Promotion Fund of the Ministry of Science and ICT (MSIT) and the Lottery Fund of the Ministry of Planning and Budget (MPB) to contribute to strengthening the global capacities of women scientists and engineers.

# Smart Sister Program Guidelines

## I Purpose of the Guidelines

These guidelines are established to:

- ☐ Provide clear standards for program implementation, budget management, and reporting
- ☐ Ensure high-quality outcomes and transparent use of funds
- ☐ Prevent administrative errors and protect student representatives from reimbursement issues

## II Group Formation and Activity Planning

- ☐ Each group must include at least five (5) members, representing a minimum of three (3) different nationalities.
  - Participation of Korean female students is required. There are no restrictions on the gender or nationality of other members.
  - Male students may comprise up to 50% of the group, but may not serve as the student representative.
  - Students may not participate in more than one group at the same time.
- ☐ Group activities should promote mutual exchange, cultural understanding, and the development of communication and collaboration skills. Each group must include both of the following components:
  - **Research Engagement** (required at least once)  
Activities should involve academic or intellectual collaboration among members.
  - **Cultural Exchange** (Required at least once)  
Activities should encourage meaningful interaction grounded in respect for diverse cultures. Activities must be interactive and purposeful, rather than centered on passive or consumption-based experiences (e.g., simple dining or sightseeing).
- ☐ All submitted activity plans must be feasible, specific, and compliant with

the 「Smart Sister Program Guidelines」 and 「National Research and Development Innovation Act」.

- (Objectives) Clearly define the purpose of the project and expected outcomes.
- (Activity Details) Describe both research and cultural exchange activities, including implementation methods and expected impact.
- (Monthly Plan) Provide a monthly schedule. A weekly breakdown may be included if necessary.
- (Budget Plan) The total budget must not exceed KRW 900,000 and must comply with all expense guidelines.

### III Operational Requirements

- ☐ Groups are strongly encouraged to hold in-person meetings with each session lasting a minimum of 60 minutes.
- ☐ Activities and related expenses will be recognized only when a majority of group members are present.
- ☐ Pre-approval is required: A budget request must be submitted to the Association of Korean Woman Scientists and Engineers (KWSE) prior to each meeting.
- ☐ Post-activity reporting is required within 7 business days, including photos, activity report, and expense documentation.
- ☐ Groups are required to present a final report at the Young Woman Scientist Camp to share their experiences and outcomes.
- ☐ Any changes to approved activities or budgets must receive prior approval from KWSE at least 14 business days in advance.

### IV Budget Management

- ☐ Activity expenses are to be paid in advance by the student representative and reimbursed through a post-settlement process.
- All expenses must be made using one designated credit card, issued in

the name of the student representative.

- Reimbursement amounts will be determined based on the submitted documentation and deposited into the student representative's account.

☐ Only credit card payments are eligible for reimbursement. The following payment methods are NOT eligible:

- Cash
- Gift cards (paper or digital)
- Reward points or credits
- Any other alternative payment methods

☐ Failure to submit required documentation will result in denial of reimbursement and any expenses determined to be false, misleading, or fraudulent may be subject to recovery.

☐ Detailed expense categories and allowable costs are outlined in a separate budget standard table.

Items	Notes		
Honoraria	<ul style="list-style-type: none"> <li>• Honoraria will be paid directly by KWSE to the invited experts via bank transfer for tax reporting purposes.</li> <li>• Honoraria cannot be paid to group members.</li> </ul>		
	<Honoraria Limits >		
	<b>Category</b>	<b>Advisory Fee</b>	<b>Lecture Fee</b>
	<ul style="list-style-type: none"> <li>- Senior executives</li> <li>- Principal researchers</li> <li>- Full/associate professors</li> </ul>	Up to 500,000 KRW	Up to 300,000 KRW
	<ul style="list-style-type: none"> <li>- Mid-level professionals</li> <li>- Senior researchers</li> <li>- Assistant professors</li> </ul>	Up to 300,000 KRW	Up to 250,000 KRW
	<ul style="list-style-type: none"> <li>- Manager level officers</li> <li>- Researchers or officers with Ph.D. degree</li> </ul>	Up to 200,000 KRW	Up to 200,000 KRW
General Meeting	<ul style="list-style-type: none"> <li>• Meals: Up to 30,000 KRW per person</li> <li>• Refreshments: Up to 10,000 KRW per person</li> <li>• For meetings lasting less than 120 minutes, only one of the meals or refreshments can be subject to reimbursement.</li> <li>• Expenses related to alcohol or entertainment venues are strictly prohibited and will not be reimbursed.</li> </ul>		

Items	Notes
Cultural Activity	<ul style="list-style-type: none"> <li>• Eligible only for activities included in the approved proposal, such as museum/exhibition admissions, cultural or experiential learning programs.</li> <li>• Activities not included in the approved plan or not pre-approved will not be reimbursed.</li> </ul>
Transportation	<ul style="list-style-type: none"> <li>• Transportation costs are supported only for travel outside the local area (e.g., field trips or cultural activities).</li> <li>• Eligible transportation includes economy-class fares for trains, express buses, and inter-city buses.</li> <li>• Car rentals, taxi fares, or intra-city bus (local bus) fares are not eligible for reimbursement.</li> <li>※ Please do not include transportation costs for the Young Woman Scientist Camp (final presentation) in the budget plan.</li> </ul>
Venue Rental	<ul style="list-style-type: none"> <li>• Upon request, KWSE may process rental payments on behalf of the student representative.</li> <li>• Rental fees must be included within the budget of Smart Sister Program.</li> </ul>
Printing	<ul style="list-style-type: none"> <li>• Printing quantities should be reasonable and aligned with the number of participants. Excessive printing is not permitted.</li> <li>• Production of banners or promotional materials is allowed only if directly related to the objectives of the activity.</li> </ul>