**2025 Introductory Course for Biologics Development and Manufacturing organised by the Global Training Hub for Biomanufacturing (GTH-B)**

**in Seoul, Republic of Korea  
  
Call for Applications**

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| ***Deadline for applications*:** | 11 Aprill 2025 18:00 (KST) |

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| **Course Information (In-person, Seoul, South Korea)**   * **Operator**: International Vaccine Institute (IVI) * **Venue**: Seoul National University Siheung Campus (Tentative) * **Proposed Dates for the Course**: Monday, June 16 – Friday, June 27   (10 working days, (2 calendar weeks))   * **Course Content** Basic knowledge of pre-clinical & clinical trials, biologics manufacturing process, quality control, quality assessment, and regulatory affairs for the development and manufacturing of vaccines and biologics. * **Faculty**: Area-specific experts * **Excursion Sites**: Hospital clinical centers, biomedical product development and research sites, manufacturing sites * **Tentative course agenda**: (see appendix 1) * **Hours of Training**: 80 hours including a mini convention, interactive sessions, and excursions * **Cost**: The course is offered free of charge to participants. Accommodation and breakfast will be provided during the course days and over the weekends. Lunch will be provided on weekdays only and is not included on weekends. * **Target Trainees**: 100 trainees from LMICs and 20 trainees from the Republic of Korea * **Certificate of completion:** Certificates will be awarded to participant who have passed 90% of all required quizzes and 100% of pre-online sessions. |

**Background**

Low- and Middle-Income Countries (LMICs) face significant inequity in terms of access to vaccines and other biologics and are making efforts to establish biological manufacturing in their regions. Establishing such manufacturing capacity, through bilateral technology transfer or through local R&D efforts is often hindered by the lack of a trained workforce in biomanufacturing.

To address this gap and to build the biomanufacturing capacity in LMICs, the World Health Organization (WHO) designated the Republic of Korea as Global Biomanufacturing Training Hub. In 2023, WHO and the Ministry of Health and Welfare (MoHW) of the Republic of Korea have signed a Memorandum of Understanding (MOU) to establish the Global Training Hub for Biomanufacturing (GTH-B). In May 2024, GTH-B Support Foundation was established to conduct and coordinate the GTH-B trainings as a non-profit foundation, under the Civil Act with the approval of MoHW.

The hub is mandated to provide training in manufacturing of high-quality vaccines and biologics in an industrial setting to resolve inequality in access to vaccines and biologics worldwide by expanding manufacturing capacity in LMICs.

Since 2022, the GTH-B, in collaboration with the International Vaccine Institute (IVI), has offered two introductory courses: 'Introductory Course for Biologics Development and Manufacturing' and 'Introductory Course for Standard Practice (GxP)'. These courses have been provided to over 900 participants from 70 different low- and middle-income countries (LMICs).

For the fourth year, the Republic of Korea, in agreement with WHO, is organizing a new training focusing on introduction to biologics development & manufacturing in June 2025 for 120 trainees from LMICs. GTH-B will be collaborating with IVI for this training.

The GTH-B Support Foundation is in charge of recruiting Korean trainees for this program.

**Course Period**

Proposed dates for 2025 Introductory Course for Biologics Development and Manufacturing are:

Monday, June 16, 2025 – Friday, June 27, 2025 (2 Weeks)

**Course Objectives**

After completing the course, participants will have basic and primary knowledge about various areas that are related to biologics manufacturing.

It includes but not limited to pre-clinical & clinical trials, the biologics. manufacturing process, quality control & quality assessment, and regulatory affairs to develop and produce vaccines and biologics.

**Content and Structure**

This course will consist of pre- and post-online courses followed by a two-week in-person course. At the end of each session, participants will be required to test their learning through online or in-person quizzes. Certification will be awarded to participants who achieve 100% completion of the pre-online sessions and 90% completion of all required quizzes of the in-person course.

Refer to Appendix 1 (Tentative Course Outline) for the specific areas of sessions being developed for the course.

**Eligibility, Limitation, and Selection Criteria**

All training and services will be provided to the individuals selected for training only and cannot be transferred or shared

We welcome applicants:

* Be a citizen of, and resident in the Republic of Korea
* be employed in private or public bio-manufacturing companies
* be employed in research organization in the field of biomanufacturing
* have a minimum of bachelor’s degree with relevant experience for less than 6 years
* be registered in undergraduate or graduate courses relevant to the training course
* be seeking profession in biomanufacturing facility with a minimum of bachelor’ degree in science
* have a minimum English level to understand the lectures, participate in activities and complete assignments (intermediate or proficient level)
* have clear objectives of participation in the training, such as acquisition of skills and application of acquired skills/knowledge after completing the training course

In case of an employee, the institution should also indicate how the proposed training will strengthen the institutional capabilities in biomanufacturing.

**Application Procedure**

* The recommended participants : Application and Endorsement
* Application : Please fill up the form provided in appendix 2.
* Endorsement : please refer to the sample in appendix 3
* **Application due date: 11 Aprill 2025 18:00 (KST)**
* All applications must be submitted via email to the below address.

Contacts: gthb@gthbsf.org (032-811-8225)

**Selection Process**

Eligible applications will be selected by MoHW and the GTH-B Support Foundation according to the eligibility criteria.

When the selection process is complete, all applicants will be notified by email whether or not they have been selected.

**Financial Provisions**

The course is offered free of charge to participants. Accommodation and breakfast will be provided during the course days and weekends. Lunch will be provided on weekdays only and is not included on weekends.

**Equality, Diversity, and Inclusivity**

The Ministry of Health and Welfare (MoHW) of the Republic of Korea and the World Health Organization (WHO) are dedicated to promoting equality, diversity, and inclusivity in science. We particularly encourage women to apply and welcome any qualified applicants regardless of sexual orientation, ethnicity, religious, cultural, social backgrounds, or (dis)ability status.

**For Further Information**

For further questions related to this, please contact the GTH-B Support Foundation at gthb@gthbsf.org (032-811-8225)

**Appendix 1. Tentative Course Outline**

Current course is tentatively planned as follows: a 10-hour pre-online course, an 80-hour in-person course, and a 5-hour post-online course.

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| --- | --- | --- |
| **Course** | **Area** | **Hours** |
| Pre-online | Course that maximizes the learning effectiveness of the in-person course | 10 |
| In-person | Immunology | 3 |
| Vaccine Technology Platform | 4 |
| Process development | 5 |
| Technology Transfer | 4 |
| Quality Management | 6 |
| Technology Discovery | 2 |
| Clinical Development | 5 |
| Product Lifecycle | 3 |
| Data Management | 2 |
| Epidemiology | 2 |
| Project Management | 3 |
| Intellectual Property | 2 |
| Pre-Clinical | 4 |
| Vaccine Safety | 2 |
| Regulatory Affairs | 5 |
| Special Lecture | 4 |
| Facility Management | 2 |
| Quality Assay | 4 |
| Course Orientation | 2 |
| Mini Convention | 4 |
| Interactive Session | 4 |
| Excursion | 8 |
| Post-online | Course that maximizes the utilization of in-person learning outcomes | 5 |
| **Total** | | **95** |

**Appendix 2.**

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| For Employees of a company or laboratory |

**Application-2025 Introductory Course for Biologics Development and Manufacturing**

**\* IMPORTANT: All information must be checked or filled in for the application to be considered valid.**

**Personal information**

|  |  |  |  |
| --- | --- | --- | --- |
| **First Name** (in Passport) |  | | |
| **Family Name** (in Passport) |  | | |
| **Gender** | □ Male | □ Female | □ Prefer not to answer |
| **Date of birth**  (dd/mm/yyyy in passport) |  | | |
| **Nationality** |  | | |

**Personal Contact information**

|  |  |
| --- | --- |
| **Email address** |  |
| **Mobile Phone number** |  |

**Information about Institution**

|  |  |
| --- | --- |
| **Name of the institution** |  |
| **Size of the institution**  (number of employees) |  |
| **Your Job title in institution** |  |
| **Type of institution** | □ Private Manufacturer  □ Public Manufacturer  □ National Regulatory Authority (NRA)  □ Disease Control Agency  □ Ministry of Health  □ International organization  □ NGO (Non-governmental organization)  □ Research Institute, University  □ Other ( ) |

**Educational background**

|  |  |
| --- | --- |
| **Years of relevant professional experience** | □ Less than 3 years  □ 3-5 years  □ 6-10 years  □ More than 10 years |
| **Please check the final degree only** | □ None  □ Bachelor  □ Master  □ Doctoral  □ Others ( ) |
| **English Level** | □ Basic  □ Intermediate  □ Advanced  □ Proficient |
| **Have you ever participated in the same course offered in any previous years? (multiple choices available)** | □ 2022 Introductory Course for Biologics  Development and Manufacturing (July 18 - 29, 2022)  □ 2022 Introductory Course for Standard  Practice (GxP) (Oct 31 - Nov 18, 2022)  □ 2023 Introductory Course for Biologics Development  and Manufacturing (Jun 19 - Jun 30, 2023)  □ 2023 Introductory Course for Standard Practice (GxP)  (Oct 30 – Nov 17, 2023)  □ 2024 Introductory Course for Biologics Development  and Manufacturing (Jun 3 - Jun 14, 2024)  □ 2024 Introductory Course for Standard Practice(GxP)  ( Oct 29 - Nov 14, 2024)  □ None of these |

**Questions to individual (100 Words limit for each question)**

|  |
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| **Briefly describe the roles and responsibilities of your current position and your objectives of participation** |
|  |
| **How do you plan to apply and share knowledge and skills when returning?** |
|  |

**Questions to institution (100 Words limit for each question)**

|  |
| --- |
| **What are your institution’s needs relating to training?** |
|  |

**Date Signature**

**\*All applicants are required to submit an endorsement letter.**

**Please refer to the sample in appendix 3.**

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| For student or (job-seeking) graduates |

**Appendix 2.**

**Application-2025 Introductory Course for Biologics Development and Manufacturing**

**\* IMPORTANT : All information must be checked or filled in for the application to be considered valid.**

**Personal information**

|  |  |  |  |
| --- | --- | --- | --- |
| **First Name** (in Passport) |  | | |
| **Family Name** (in Passport) |  | | |
| **Gender** | □ Male | □ Female | □ Prefer not to answer |
| **Date of birth**  (dd/mm/yyyy in passport) |  | | |
| **Nationality** |  | | |

**Personal Contact information**

|  |  |
| --- | --- |
| **Email address** |  |
| **Mobile Phone number** |  |

**Information about Institution**

|  |  |  |
| --- | --- | --- |
| **Name of the school** |  | |
| **Major** | (Eng) | (Kor) |
| **Classification of student** | □ Bachelor  - □ freshman  - □ Sophomore  - □ Junior  - □ Senior  □ Master  □ Ph.D  □ Others ( ) | |

**Educational background**

|  |  |
| --- | --- |
| **Years of relevant professional experience** | □ Less than 3 years  □ 3-5 years  □ 6-10 years  □ More than 10 years |
| **Please check the final degree only** | □ None  □ Bachelor  □ Master  □ Doctoral  □ Others ( ) |
| **English Level** | □ Basic  □ Intermediate  □ Advanced  □ Proficient |
| **Have you ever participated in the same course offered in any previous years? (multiple choices available)** | □ 2022 Introductory Course for Biologics  Development and Manufacturing (July 18 - 29, 2022)  □ 2022 Introductory Course for Standard  Practice (GxP) (Oct 31 - Nov 18, 2022)  □ 2023 Introductory Course for Biologics Development  and Manufacturing (Jun 19 - Jun 30, 2023)  □ 2023 Introductory Course for Standard Practice (GxP)  (Oct 30 – Nov 17, 2023)  □ 2024 Introductory Course for Biologics Development  and Manufacturing (Jun 3 - Jun 14, 2024)  □ 2024 Introductory Course for Standard Practice(GxP)  ( Oct 29 - Nov 14, 2024)  □ None of these |

**Questions to individual (100 Words limit for each question)**

|  |
| --- |
| **Describe your professional/work experiences (internship, short-term work, etc.).** |
|  |
| **Describe your objectives of participation in this training clearly** |
|  |
| **How do you plan to apply and share knowledge and skills when returning?** |
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**Date Signature**

**\*All applicants are required to submit an endorsement letter.**

**Please refer to the sample in appendix 3.**

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| For Employees of a company or laboratory |

**Appendix 3.**

***[Sample]***

MM DD, YYYY

Name

Title

Tel:

E-mail:

Endorsement Letter for participation of Introductory Course for Biologics Development and Manufacturing.

Dear whom it may have concern,

On behalf of the Applicant’s Organization Name, I am very pleased to endorse Applicant’s Name for 2025 Introductory Course for Biologics Development and Manufacturing. Applicant’s Name is Applicant’s position at Applicant’s Organization Name for 00 years. His/Her main duties are Brief explanation of applicant’s position and R&R.

Our organization is located at Brief explanation of applicant’s organization (one paragraph)

With this training, we are planning to Brief description how the proposed training will strengthen the institution’s capability, to develop bioproducts (one paragraph)

We wish you to consider our candidate for your program.

Yours sincerely,

Signature

Director’s Name, Title

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| For student or (job-seeking) graduates |

***[Sample]***

MM DD, YYYY

Name

Title

Tel:

E-mail:

Endorsement Letter for participation of Introductory Course for Biologics Development and Manufacturing

Dear whom it may have concern,

On behalf of the Applicant’s Organization Name, I am very pleased to endorse Applicant’s Name for 2025 Introductory Course for Biologics Development and Manufacturing. I would recommend Him/Her because Brief explanation of reasons for recommendation(briefly describe the selected applicant’s characteristics, related interests and capacity, and justify your selection process).

We wish you to consider our candidate for your program.

Yours sincerely,

Signature

Director’s Name,

Title ( ex) professor )