

[Dormitory] Guidance on Application and Payment of Dormitory during 2024 Summer Vacation

International students who wish to reside in the dormitory during the 2024 summer vacation are requested to carefully review the following information and submit their application within the designated period.

※ Clean Day will be strictly executed even during vacation, so please adhere to the dormitory rules!

Accumulating 15 penalty points of violations will result in forced dismissal and future re-entry will be prohibited.

■ Dormitory Application		
1	Eligibility	Undergraduate and exchange students applying for dormitory during the summer vacation.
2	Period	June 12, 2024 (Wednesday) - June 16, 2024 (Sunday) / 11:00 to 24:00
3	Method	Portal Site - Integrated Information System (종합정보시스템) - Annexed Administration (부속행정) - Application Form for Residence Hall Use During Vacation (방학중생활관이용신청서)
4	Notes	※ Minimum period of 10 days required.
■ Dormitory Payment		
1	Fee	₩10,000 per day
2	Period	June 19, 2024 (Wednesday) - June 20, 2024 (Thursday) / 09:00 to 21:00
3	Method	Payment to be made to your virtual account during the payment period.
4	Notes	※ Failure to pay within the specified period will result in automatic cancellation and inability to move in.
■ Dormitory Move-in		
1	Date and Time	June 26, 2024 (Wednesday) / 10:00 to 15:00 (Lunch break from 12:00 to 13:00 excluded) (Adherence to move-in period)
2	Location	Lobby of Hyangseol Residence Hall 3 (향설생활관3)
3	Procedure	Clean the room - Return key in Global Village, 학생사 - pay ₩10,000 for key deposit - Collection of entrance card and key - Entry into assigned room
4	Residency Period	June 26, 2024 (Wednesday) - August 22, 2024 (Thursday)
5	Notes	※ Current dormitory residents have to wait in their current dormitory until the 26th and then move
		※ For initial move-in on weekends: Collection of entrance card and key at the management office - Entry into assigned room
		※ Additional ₩10,000 fee for failure to return entrance card upon resignation or loss (different with Room Key).

■ Korean Language Students Move Guide		
1	Target	Students of the Korean Language Institute who are residing in Global Village for the 2024 summer semester.
2	Moving Date	June 26, 2024 (Wednesday) / 10:00 to 12:00 (Since absence cannot be acknowledged, everyone must move in the morning).
3	Move-out Procedure	Clean the room - Return key in Global Village - pay ₩10,000 for key deposit - Collection of entrance card and key - Entry into assigned room
4	Application of extension	Survey scheduled in the early of July.
5	Residency Period	June 26, 2024 (Wednesday) - August 22, 2024 (Thursday)
■ Period Change and Cancellation of Residence		
1	Change and Cancellation	Integrated Information System (종합정보시스템) - Annexed Administration (부속행정) - dormitory (생활관) - Application Form for Change of Usage Period During Vacation (방학중 생활관 사용기간 변경신청서)

- Moving-out Guidance** for current dormitory residence and Deposit Return:
- Among the applicants for the summer vacation, those who are currently residing in Hakseongsa (학성사) or Global Village must return their room keys to the security office of Hakseongsa (학성사) or Global Village upon resignation.
 - Failure to return the key, air conditioner remote, and to undergo personal verification (signature) by June 26 will result in the forfeiture of the deposit.
 - Before resigning, it is mandatory to clean the residence hall, and those who fail to clean their rooms adequately will not be eligible for re-entry.
 - After inspection of the used rooms, if there is any damage or loss of facilities, or if the indoor floor is excessively dirty, compensation may be claimed later.