

※ This is a guidance of Myeongryun Haksa(Seoul campus Dormitory).

To find the guidance of Bongryong Haksa(Suwon campus Dormitory),  
please select 'Bongryong Haksa' on the first web page of dormitory website.

# 2020-Summer Vacation Myeongryun Haksa Dormitory Admission Guidance

(The Humanities and Social Sciences  
Campus Dormitory)

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## 1 Location

### 1. Dormitory Organization

- The Humanities and Social Sciences(Seoul) Campus dormitory, known as Myeongryun Haksa, is comprised of C, E, G, I, K and M Houses, and Leased building accommodation.
- The Natural Sciences(Suwon) Campus dormitory, known as Bongryong Haksa is comprised of 5 dormitory buildings, In-, Ui-, Ye-, Ji-, and Shin-gwan, all of which are managed directly by the university.



### 2. Myeongryun Haksa (Seoul Campus Dormitory) Location



- E-House/G-House/LWG House: Approximately 20~30 minutes on foot to the campus
- No shuttle bus during vacation

## 2 2020-Summer Vacation Admission

### 1. Application Schedule

#### 1) Summer Vacation Application Schedule

Stage	Details	Dates	Time
1 <sup>st</sup> round	Applying period	May.26(Tue) ~ May.31(Sun)	09:00 ~ 23:00
	Announcement of successful applicants and registration(payment)	June.04(Thur) ~ Jun.08(Mon)	10:00 ~ 23:00
2 <sup>nd</sup> round	Applying period	Jun.09.(Tue) ~ Jun.10(Wed)	09:00 ~ 23:00
	Announcement of successful applicants and registration(payment)	Jun.12(Fri) ~ Jun.15.(Mon)	10:00 ~ 23:00
Room assignment Residence Period	Announcement of the result of Room assignment	Jun.18(Thur)	After 17:00
	Official Check-in	Jun.20(Sat)	Check-in After 15:00

- It is possible to check the result of application and dormitory fee invoice on your GLS.
- We will have additional recruitment if having additional vacancy room.

#### 2) Extending Residence period(Summer Semester(Jul.11(Sat)~Summer vacation(Aug.22(Sat))

Stage	Details	Dates	Time
Extending Residence	Applying period	Jun.26.(Fri) ~ Jun.30.(Tue)	09:00 ~ 23:00
	Announcement of successful applicants and registration(payment)	Jul.03(Fri) ~ Jul.06(Mon)	10:00 ~ 23:00
	Announcement of the result of Room assignment	Jul.10(Fri)	17:00

- If you extend period from 'Summer Semester' to 'Whole Summer Vacation', the room could be changed.
- Unable to change your residence period, after accepting a dormitory admission.

### 2. Check-in Date Option

Classification	Building	Regular Check-in	Regular Check-out	Residence Period
Summer Semester	E/G/K-House	Jun.20(Sat)	Jul.11(Sat) 12:00	21nights 22days
Summer Vacation		15:00~	Aug.22(Fri) 12:00	63nights 64days

- Only choose one option either 'Summer Semester' or 'Summer Vacation'. You cannot apply for both the Humanities and Social Science Campus dormitory and the Natural Science Campus dormitory at the same time.
- You can extend your stay from 'Summer Semester' to 'Whole Summer Vacation' during the official application period. But you can NOT change from 'Whole Summer Vacation' to 'Summer Semester'.
- C/I/M-House will be closed for dorm facility inspection or SKKU International Summer Semester programs.
- E/G-house room type will be assigned in order (A->B type).
- If your room is changed for the summer semester/vacation, you must move into changed room on Jun.22(Sat), by 15:00.

### 3 Dormitory Information and Fee

#### 1. Direct Dormitory(Directly managed by SKKU)

##### 1) Dormitory fee

Dorm	Gen der	Room Type	Capacity (per)	Dormitory fee per day (KRW)	Total Dormitory Fee (KRW)		Note
					Summer Semester (21nights 22days)	Summer Vacation (69nights 70days)	
E-House(Main)	M	1person	10	20,000	470,000	1,310,000	* Single room is for the disabled (3 rooms)
		2people	294	12,500	312,500	837,500	
E-House(Annex)	F	1person	1	20,000	470,000	1,310,000	
		2people	100	12,500	312,500	837,500	
G-House	F	1person	20	20,000	470,000	1,310,000	* Single room is for the disabled (2 rooms)
		2people	300	12,500	312,500	837,500	
K-House	F	2people	246	14,000	344,000	932,000	

- Deposit fee(50,000won) is included in the total dormitory fee(It will be refunded after your check-out date).
- E/G/K-Houses prohibit cooking in the dorms. Cafeteria(E-Zipbob) is only in E-House. During this 'Summer Vacation' period, you have to use meal ticket after buying it directly from a vending machine in E-zipbob without applying for meal coupon.
- C/I/M-House will be closed during Whole Summer Vacation.
- Some double rooms can be used as single rooms during this summer vacation according to number of dormitory applicants.(It can be different in each dorms)
- Single room at E-house is for a disabled student. If there is no a disabled student, non-disabled student could be allocated.
- Two of the G-house single rooms are for disabled students. If there is no a disabled student, non-disabled student could be allocated.

##### 2) Notes for Residents

- To prevent the spread of COVID-19 infection, all dormitory residents should take a body temperature measurement when going in and out. Should wear a mask when using dormitory communal areas.
- Overseas visitors can check in to SKKU dormitory after conducting for 14 days Self-quarantine in other accommodation. You must show us your boarding pass to confirm your arrival date, and submit your TB test result paper
- Outsider is restricted strictly.

#### 2. Leased Building

- The official check-out date for leased building residents is on the August 25th. But there can be 'an additional application' for leased building, if there is any vacancy. (Check announcement in Dormitory Website)

### 4 Using the Cafeteria (E-Zipbob)

#### 1. How to Use Meal Coupon

Classification	Summer Semester	Summer Vacation
Service Period	- Jun.20(Sat) ~ Jul.11(Sat)	- Jun.20(Mon) ~ Aug.22(Sat)
User	- All Myeongryun Haksa residents for Summer Semester or Summer Vacation	
Ticket use limits	- There is no limit to buy tickets and you can use them after buying on a vending machine.	
How to use meal tickets	- Meal tickets from E-zipbob, you can use only in E-Zipbob cafeteria(NOT able to use in other cafeteria on campus).	

- During this 'Summer Vacation' period, you can use meal ticket directly after buying it (by cash or debit/credit card) from a vending machine in the E-house cafeteria without applying for meal coupon in the GLS.
- A notice of E-zipbob meal coupon application will be announced later according to its' operation plans for Fall semester.

#### 2. E-Zipbob

##### 1) E-Zipbob Operation Time

Meal time	Menu	Opening hour		location
		Spring/Fall Semester	Vacation	
Breakfast	Korean Table (rice/soup/4side dishes)	07:30 ~ 09:30	07:30 ~ 09:00	at the 1 <sup>st</sup> Floor in E-house Annex Building
Lunch		11:30 ~ 13:30	11:30 ~ 13:30	
Dinner	One dish meal (Main dish(ex. noodle, fried rice)+ 3side dishes)	17:30 ~ 19:30	17:30 ~ 19:00 (No dinner on Saturday)	

- Closed on Saturday/ Sunday/ National holidays
- E-zipbob Lunch will be operating same as the Spring semester. Breakfast and dinner will be discussed later because of the Covid-19 virus situation.

##### 2) E-Zipbob Meal Price

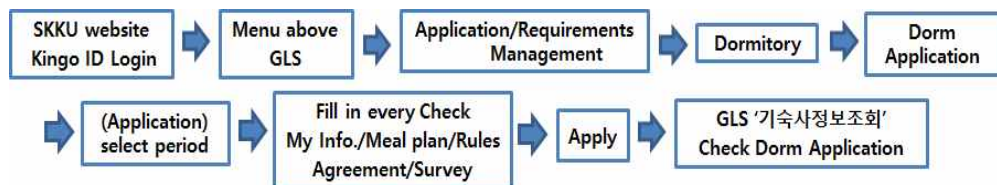
- Each meal ticket can be purchased by vending machine at the cafeteria.(per 4,000 KRW)

## 5 How to Apply for Admission and Method

### 1. Eligibility to Apply for Admission

- Registered undergraduate and graduate students of 2020-Spring Semester(the students who are in a gap year can apply as well)
- Student who can submit "Tuberculosis Check-up Result" with no abnormalities in the check-in date.
- Students who did not get an academic probation at the previous semester(if average grade is lower than 1.75 in the 2019-Fall semester)
  - Students who got academic probation->previous grade will be treated as 0.0.(your dorm admission will be restricted)
  - If you studied in abroad as an exchange student and the subjects had pass/fail in grading, your average grade for applying dorms will be from previous semester.
- Students who were prohibited from living in the dormitory due to penalty points, finished curriculum, or graduated cannot apply for it.

### 2. How to Apply for Admission



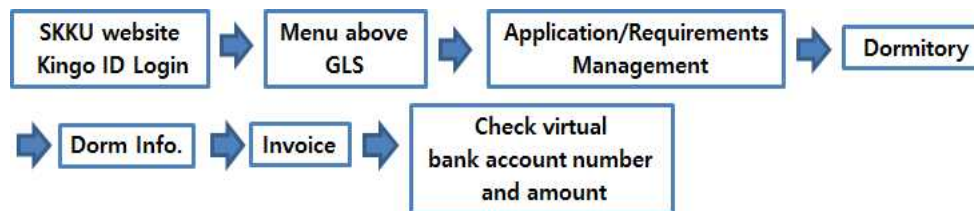
- Login SKKU website [Kingo ID] and then apply for it on GLS.
- You cannot revise the contents of application after application period expired.
- Please refer to attached file 'GLS Application Guide'.

### 3. Policy for Selecting Residents and Assigning Rooms

- Specific major(Law School Grad students) and Foreign nationality students will be allocated in priority.
  - The priority will be applied for the 1<sup>st</sup> round application.
  - It's not applied for single room allocation.
  - It's possible that you will not get an admission in the 1<sup>st</sup> round, therefore we recommend you to choose more than 3 dorms.
- Registered student: will get an admission based on previous grade(GPA). Priority will be given to undergraduate students for admission.
- All rooms will be allocated after the 1st round. If there is any cancelation(not paid), the 2nd round of dorm admission will be proceeded.
- New students will get admission randomly since they don't have GPA yet.
- Your dorm will be allocated according to your preferences in application. (Ex. E-house for the 1<sup>st</sup> choice ⇒ G-house for the Second) Therefore, it is better for students to choose dorms more than 2~3 choices.

- Roommate will be randomly allocated. All dormitory residents have possibility to have a foreign roommate.
- **Rooms will be allocated from high floors.**
- Two of single rooms at G-house is for the disabled and your room will be randomly assigned.

### 4. Checking admission Results and Individual Invoices



- 'Status Details' will show 'selected' or 'not selected', after admission result is announced.
- You cannot check whether your application has been selected before announcement.

### 5. Dormitory Registration (Dormitory Payment)

- Send the total payment onto the bank account specified in your individual invoice.
- Must check your result of application(allocated dormitory/room type) before payment.
- A virtual account's account holder will be your name and you can transfer money when invoice fee and remittance are same.
- The sender can be other person(it does not matter whether its' you or not).
- If your payment is not fully made until the registration period, the admission must be cancelled.
- If system error happens after 5pm by the payment deadline, it's impossible to check system error and fix it. (We recommend you to make a payment before 4pm)

### 6. IMT(International Money Transfer) Notes

- International remittance usually takes at least more than 2 days, excluding national holidays, therefore, please send your dormitory fee at the first day of payment.
- After payment, it is necessary to check whether your payment is fully completed.
- Your application can be cancelled if your IMT delayed.



## 6 Dormmate (Roommate System)

### 1. Purpose

- This is a benefit for students who have observed the dormitory rules successfully. It also gives an opportunity for you to live with your friend as roommate and improve dormitory life's satisfaction.

### 2. Eligibility for Application

- Both students who did not receive dormitory penalty points during 2020-Spring
- Applying for dormmate is only available in the 1st round of dorm application.
- Must be both students have no penalty points. It's also applied as no penalty points if you haven't lived in the dorm and don't have any penalty points.
- Both of you must choose a same dorm with double room in 1st choice.

### 3. How to Apply and check result

- 'Dormmate Application' is included in the 'Dormitory Admission Application' procedure 'Dormmate Application' page is only activated to the students who are eligible for applying dormmate.
- Dormmate can be assigned only when both students, who are willing to live together, assign each other.
- There will be no special announcement of the result of dormmate application; results can be checked by room assignment result.
- **You can have dormmate when both of you get the dormmate admission. (It should be Same Dormitory building/Same room type)**

### 4. Dormmate Ineligible Cases

- Applicants who do not select each other as dormmate
- When one applicant doesn't get an admission or two applicants are allocated to different dormitory/room type.
- If you don't pay in the 1st round of dorm application and your admission's cancelled.
- Student who chooses wrong person as your roommate, such as a different gender or new student(freshman).
- If you fill out wrong information. (Student ID number or name).

## 7 Check-in procedure and Facility Information

### 1. Facilities

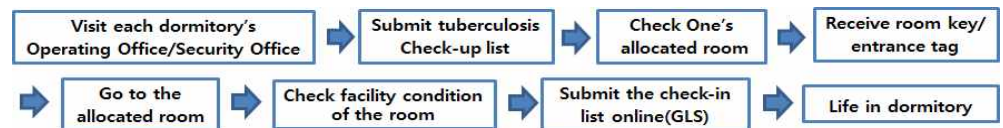
Classification			Facilities
Direct Dormitory	Room		Heater and air conditioner, Desk, Chair, Bed, Closet, Wireless internet router
	Common	Free	Microwave, Toaster, Fitness center(E/G/K-House)
		Charged	Washing machine, Drying machine, Printer

### 2. To Be Prepared Individually & Prohibited Items

Classification	Items
Prepared individually	Bedding(blanket, pillow, sheet, etc.), clothing, towels, toiletries, laundry basket, laundry detergent, personal hygiene products, emergency medicine.
Permitted Items	Computer, printer, desk lamp, charger, hair dryer, hair tong, humidifier, air purifier, handheld vacuum cleaner, Water purifier, mini-fridge(below 50L), You can cook in the leased building, therefore can bring cooking stuffs.
Prohibited Items	All electric stuffs except for permitted items. <b>Electric heaters, heated-water pad, candles, flammable products, alcohol, etc.</b> <b>-You can get penalty points if you bring unpermissible stuffs.</b>
Register facilities	- In case of using refrigerator, Bicycle, car you must register for facility usage in advance. -GLS->Application/Graduation Requirements Management-> Dormitory-> Register for facility usage - If you use any of those stuff without registration, you can get penalty points when we have room inspection. - Special case-> to use bicycle or car, you have to visit the dorm office to apply for it. * Mini fridge-> below 50L is allowed.

- If you have unpermissible items, you can get penalty points.

### 3. Check-in Procedure



#### ■ Regular Check-in Available Time: 15:00~22:00

- After 6pm you can check-in the dorm, however, your family can't enter the dorm.
- After the official check-in date, you can check-in the dorm after 9am.
- Each dorm's security office will manage students' check-in.
- It's recommended to bring carts individually at your check-in date.
- All residents should submit a check-in list in the GLS(No submission->penalty points)

### 4. Request for facility repair

- It's possible that your room isn't cleaned well when there's check-in&out process at the same time.
- If your room needs to be cleaned or facility repair, please apply for it in the dorm website or visit security office and report it.

## 5. How to receive your parcels in direct dormitories.

- If belongings are sent to the dorm where you get an admission, it will be kept in the dorm's parcel storage room.
- Your parcels can get damaged or lost. You should write your name, student ID number, and contact number on packages.

## 6. Detailed Information & Check Facility Photos

- Visit Dormitory Website [https://dorm.skku.edu/dorm\\_seoul\\_eng/](https://dorm.skku.edu/dorm_seoul_eng/)
  - Dormitory website ▶ (Menu at a top) Guide ▶ Dormitory
  - You can see each dormitory's room facilities' photos, etc.

## 8 Submission of Tuberculosis Check-up Results

- According to the Ministry of Education policy, All residents must submit Tuberculosis check-up result.
- Students who don't submit it at check-in date are not allowed to check-in the dorms.

Classification	Subjects	Contents
<b>Require submission</b>	<ul style="list-style-type: none"> <li>- Students who haven't submitted tuberculosis check-up result.</li> <li>- Students who had tuberculosis check-up before on Aug, 2019.</li> </ul>	<ul style="list-style-type: none"> <li>- Students who do not submit check-up result cannot enter dormitory.</li> </ul>
<b>exception</b>	<ul style="list-style-type: none"> <li>- Students who took medical check-up in Gangbuk Samsung Hospital on Mar, 2020.</li> <li>- Students who got tested between Aug, 2019 and Jun, 2020 then submitted it.</li> </ul>	<ul style="list-style-type: none"> <li>- No need to submit anything. But, Students who changed student ID number after submission the TB test result should visit the dorm office.</li> </ul>

- You can check the valid semester from your Tuberculosis check-up result in GLS.
- Your TB test result will be accepted if 'no abnormalities' is written in your result with your name, date of birth, and check-up date.
- Tuberculosis can usually be diagnosed by chest X-ray, so just visit a public health center, internal medicine clinic, or hospital equipped with an X-ray machine. Please keep in mind that the results can take from few hours to 1~3 days depending on the clinic visited. Please check before check-in date.
- Submission of Check-up result: Visit dormitory Office or security office in your dorm. (Submission by mail is available as well).
- Copy version of TB test result is available.
- Only TB test result is a required document for dormitory check-in.

## 9 Refund Policy

### 1. Cancellation

Contents	Note
<b>Cancel</b>	- Cancel before the regular check-in date : Full Refund
<b>Note</b>	- Deadline for cancellation is until Jun, 19(Fri). Login Kingo->GLS->Dormitory application->Cancel check-in(Refund) [Click]

### 2. Mid-session Check-out

Contents	Note
<b>Mid-session check-out</b>	<ul style="list-style-type: none"> <li>- Check-out or cancel after the official check-in date.</li> <li>- Students who're forced to leave dorms due to penalty points.</li> </ul>
<b>Refund amount</b>	<ul style="list-style-type: none"> <li>- You can get a refund after excluding 15 days' room rate and meal price (meal applicant only) for remaining days if it's more than 30days until the official Check-out date.</li> <li>- No refund if your remain days are less than 30days remain until the official check-out date (No refund for Summer semester, only summer vacation is available)</li> </ul>
<b>Leaving the for military service</b>	<ul style="list-style-type: none"> <li>- Full refund if remain days are more than 15days until the official check-out date.</li> <li>- Must submit Confirmation of military leave or Military enlistment certificate document.</li> </ul>
<b>Deposit</b>	<ul style="list-style-type: none"> <li>- The deposit will be refunded when you check-out from the dorm.</li> <li>- If there is any damage of facilities or lost stuff in your room, your deposit fee will be deducted.</li> </ul>

- If check-in date is passed, mid-session check-out refund rule will be applied regardless of whether you check-in or not.
- Application for Mid-session check-out : Visit dormitory Office or send email to submit a refund application form.
- It will take about 10days for refund and be transferred to your bank account which is filled out in the refund application form.

## 10 Inquiries

Method	Myeongryun Haksa (Humanities and Social Science Campus, Seoul)
<b>Website</b>	<a href="https://dorm.skku.edu/dorm_seoul_eng/">https://dorm.skku.edu/dorm_seoul_eng/</a>
<b>Email</b>	dorms@skku.edu
<b>Telephone</b>	Housing Office 02)760-0163, 0164, 0167, 0168
	Weekdays 09:00-17:30 (Lunch break 12:00-13:00)

## Penalty Points Under Dormitory Life

Category	Article	Contents	Dem-erit
Safety	1	Significantly inappropriate behavior in communal living such as theft, assault, gambling, sexual assault	20
	2	Accommodating non-residents or being visited by non-residents or assisting those acts in dormitory during curfew hours (AM 01:00 - 05:00)	20
	3	Unauthorized visit or bring in to opposite sex's dorm	20
	4	Acts that deliberately damage the public property and facility in dormitory	20
	5	Unauthorized retention and use of flammable materials causing fire and ignition (fuel gas, petroleum, paint thinner, candles, mosquito-repellent, etc.)	15
	6	Smoking outside of designated smoking area	10
	7	Possession and use of non-permitted electronics other than allowed electronics (computers, printers, stands, chargers, hair dryers, auto power curlers, humidifier, fan, mini-vacuum)	5
	8	Abnormal usage of entrance gate, unauthorized access through abnormal passage (windows or terraces) or acts to send and receive objects through external passage	5
Communal Living	9	Changing room without notice, applying as a substitute for dormitory	15
	10	In addition to the residency period, a room occupied by unauthorized act	15
	11	Stealing and using IP and spreading falsity, cyber-bullying other students or disseminating virus	10
	12	Harming others by being unconscious or behaving indecently due to drinking and also drinking in dormitory	10
	13	Breeding or bringing into dorm and breeding pets	10
	14	Granting unauthorized access to non-residents and acts that let them enter dormitory during hours (AM 05:00~ next day AM 01:00)	8
	15	Bringing alcoholic beverages or keeping them in dormitory	8
	16	Act to transfer a student ID card, key or entry card to non-resident	8
	17	Behaving arrogantly or disobeying to the dormitory director, office member, house master, guidance-assistance, guard, and related staff and giving false statements for guidance or inspection	8
	18	Access at curfew time (01:00~05:00)	3
	19	Granting access to non-residents into a room without the consent of the roommate	3
	20	Using or moving dormitory equipment without permission.	3
	21	Obstructing the lives of other students with noise (playing a musical instrument, singing or speaking loudly, PC games, etc.)	3
	22	Using computer or lamp (excluding the lamp) without the consent of the roommate after 24:00	3
	23	Graffiti, Exhibition or distribution of advertising materials without permission	2
	24	Non-cooperative behavior in education or training regarding communal living or safety(dormitory OT, fire evacuation drill, etc)	2
	25	To know and acquiesce the violation of roommate	2
	26	Placing personal goods in public places (clothes horse, umbrella, etc.) and placing a bicycle outside of designated area	2
	27	Nailing or posting on the wall of dormitory	2
	28	Non-cooperative behavior in submitting required documents to dormitory (moving-in notification, check-in confirmation, etc)	1
Hygiene	29	Cooking or eating somewhere other than a designated place or eating in the room without the consent of the roommate	5
	30	Making stain on the mattress without bed sheet or mattress cover (Residents who received waterproof pad should set the pad on the mattress)	3
	31	Disposing of rubbish somewhere other than the designated places or not conducting garbage separation in designated area	2
	32	Not receiving delivered food outside the building, or not leaving empty food containers outside of the building	2
	33	Not cleaning or organizing one's dormitory room	2
<p>▶ Total point 20 or more: Have to go out from dormitory, lost right that apply for dormitory forever</p> <p>▶ Total point 15 or more: Have to go out from dormitory, lost right that apply for dormitory a year</p> <p>▶ Total point 10 or more: Have to go out from dormitory, No lost right that apply for dormitory(but, violation demerits 15days before retirement are carried over to the next semester or vacation and totaled)</p> <p>▶ For the repeated violation or 'Dormate' students can be imposed on doubled demerit points as additional punishment</p> <p>▶ In case of forced eviction, student must vacate the room within 4 days after demerit announcement</p> <p>▶ We consider residents who don't reside in the corresponding dorm as non-residents, so we shall impose the same demerits on them</p> <p>▶ It is possible to grant a demerit to all roommates about matters involving shared responsibility</p> <p>▶ If the management staff including security guard catch a violation, he or she should turn over it to assistant lifestyle guidance</p> <p>▶ In principle, we give out demerit points for each violation under the above-mentioned regulations, but for violations not mentioned above, the chief operating manager or dormitory director can adjust and impose demerit points depending on the situation.</p>			

In **2020**, there is no curfew time(01:00~05:00) on every Saturday and sunday(Violations of dormitory life rule such as entering with non-residents during 01:00~05:00 are caught, students will be punished as same based on the rule.)