※ 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.

2023 Summer Vacation
Myeongryun Haksa
Dormitory Admission Guidance

(The Humanities and Social Sciences Campus Dormitory)

SUNG KYUN KWAN
UNIVERSITY

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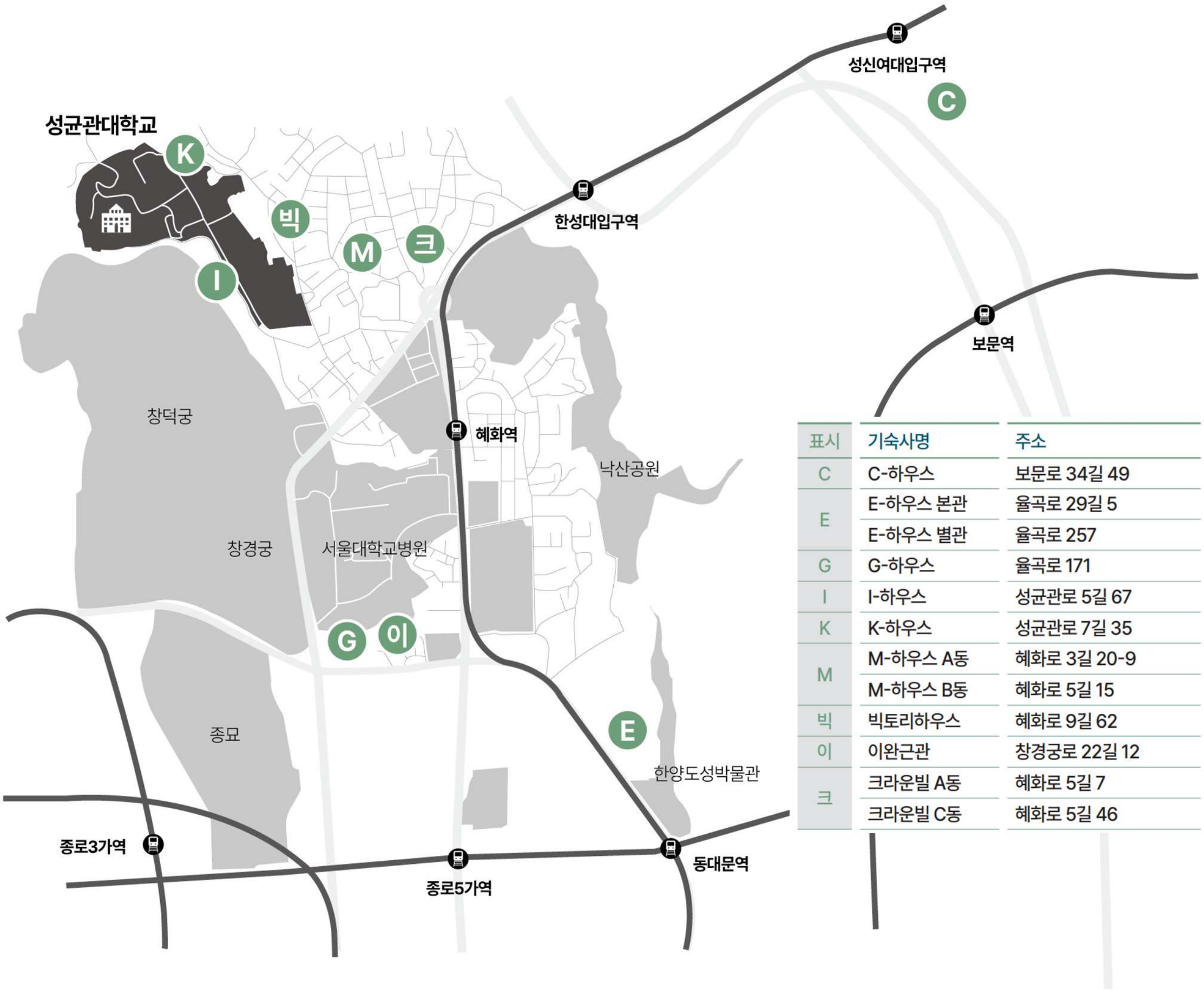
1 Location

1. Dormitory Organization

- The Humanities and Social Sciences(Seoul) Campus dormitory, known as Myeongnyun Haksa, is comprised of C, E, G, I, K and M Houses, which are managed directly by the university, and 4 Leased building accommodations.
- 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



성균관대학교
K
빅
M
크
I
성신여대입구역
C
한성대입구역
보문역
창덕궁
혜화역
낙산공원
창경궁
서울대학교병원
G
이
E
종묘
한양도성박물관
종로3가역
종로5가역
동대문역

표시	기숙사명	주소
C	C-하우스	보문로 34길 49
E	E-하우스 본관	율곡로 29길 5
	E-하우스 별관	율곡로 257
G	G-하우스	율곡로 171
I	I-하우스	성균관로 5길 67
K	K-하우스	성균관로 7길 35
M	M-하우스 A동	혜화로 3길 20-9
	M-하우스 B동	혜화로 5길 15
빅	빅토리하우스	혜화로 9길 62
이	이완근관	창경궁로 22길 12
크	크라운빌 A동	혜화로 5길 7
	크라운빌 C동	혜화로 5길 46

- Check Dormitory address in English on dormitory official website.

2 Admission Schedule

1. Application Schedule

1) Summer Vacation Application Schedule

Stage	Details	Dates
1st term	Applying period	May 12.(Fri) 11:00 ~ 16.(Tue) 23:00
	Announcement of successful applicants and registration (payment)	May 22.(Mon) 11:00 ~ 25.(Thur) 23:00
2nd term	Applying period	May 26.(Fri) 11:00 ~ 29.(Mon) 23:00
	Announcement of successful applicants and registration (payment)	June 2.(Fri) 11:00 ~ 5.(Mon) 23:00
Room assignment	Announcement of the result of Room assignment	After June 9.(Fri) 17:00

■ On GLS, the individual application, acceptance status, and issuance of invoice can be made.

■ Only choose one between Seoul campus dormitory or Suwon campus dormitory.

■ An additional round will be held in case of vacancies after the second round.
(The schedule will be released later.)

2) Option for period of residence

Classification	Building	Regular Check-in	Regular Check-out	Residence Period
Summer Semester	E/K-House	June 10.(Sat) 15:00~	**July 1.(Sat) 12:00**	21nights 22days
Summer Vacation			**August 19.(Sat) 12:00**	70nights 71days

■ Only choose an option between Summer Semester or Summer Vacation.

■ Impossible to change Summer Vacation residence period to Summer Semester residence period.

■ C/G/I/M-House will be closed during Summer Semester.

■ In case the student who are assigned newly room among who have been living in dorm during Spring semester, you must move into your new room on June 10.(Sat) 13:00~

2. Extending Residence period

Stage	Details	Dates
Extending residence	Extending Applying period	June 19.(Mon) 11:00 ~ 22.(Thur) 17:00
	Registration (payment)	June 19.(Mon) 13:00 ~ 22.(Thur) 23:00
	Announcement of the result of Room assignment	After June. 23.(Fri) 17:00~

■ **Summer semester(~July 1.(Sat)) → Summer vacation July.(~August 19.(Sat))**

■ If you want to extend residence period to whole summer vacation, can apply it.

■ The room can be changed.(If the room change, you should move to the newly assigned room on June 24.(sat)

3 Dormitory Information and Fee

1. Direct Dormitory(Directly managed by SKKU)

Dorm	Gender	Room Type	Capacity (per.)	Dormitory fee per day(KRW)	Total Dormitory Fee (KRW)	
					Summer Semester (21nights 22days)	Summer Vacation (70nights 71days)
E-House (Main)	Male	Double	288	(A type) 13,000	273,000	910,000
			12	(B type) 11,500	241,500	805,000
E-House (Annex)	Female	Double	88	(A type) 13,000	273,000	910,000
			12	(B type) 11,500	241,500	805,000
K-House	Female	Double	246	14,600	306,600	1,022,000

- ■ The deposit fee(50,000KRW) is included in the Total Dormitory fee(The deposit will be refunded into your Korean Bank Account after regular check-out date)
- ■ Impossible to Choose for E/G-House Room Type A/B. (Randomly allocated)

2. Leased Building

- ■ Leased building dormitories are currently occupied by students who had applied for the Spring semester. In case of having vacancy, we will additionally recruit new residents.

4 Using the Cafeteria (E-Zipbob)

1. Operation Time

Meal time	**Menu**	**Vacation Opening hour**	**Place**
Breakfast	Korean Table (rice/soup/4side dishes)	07:30 ~ 09:00	E-House(Annex) 1st Floor E-zipbob
Lunch		11:30 ~ 13:30	

- ■ Operation period: June 12.(Mon) ~ August 18.(Fri)
- ■ Weekday – Breakfast/Lunch are served (Weekends/National Holidays- Closed)
- ■ Purchasing single copies for meal ticket at E-zipbob restaurant
  (Payment: Card only, 5,000won per sheet)

5 How to Apply for Admission and Method

1. Eligibility to Apply for Admission

- Undergraduate and graduate student(Both enrolled students and student on Gap-year can apply.
- Students who were limited on dormitory admission due to penalty points, finished curriculum, or graduated cannot apply to dormitory

2. How to Apply for Admission

SKKU Website Kingo ID Login → Menu above GLS → Application/Requirements Management → Dormitory → Dorm Application →

(Application) Select period → Fill in every Check My info./Meal plan/Rules Agreements/Survey → Apply → Check the Dorm Application on GLS 'Dorm info.'

- You can apply for dormitory application on your GLS.
- **You cannot revise the contents of application after the application period.**

3. Policy for Selecting Residents

- Freshmen will be randomly selected.
- Registered student: Selected based on previous grade(GPA).
  Undergraduate students will receive priority allocation over graduate students.
  - Acquired credits and Penalty points are the considerations in the event of identical grade at the previous semester.
- If there is any cancellation(not paid) made, in the 2nd round of selection will be proceeded.

4. Assigning Rooms

- In principle, your roommate is randomly allocated.(You can be roommates with students of different nationalities.)
- These options are considerations such as 'sleeping preference', 'adaptability of cold/heat' and 'smoking status', as applied in the dorm application form.

5. Checking admission Results and Individual Invoices

SKKU Website Kingo ID Login → GLS → Application/Requirements Management → Dorm Info. → Invoice → Check Virtual account number and amount

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

6. Dormitory Registration (Dormitory Payment)

- Send the total payment onto the bank account specified in your individual invoice.
  - It is essential to check whether the payment is "complete" in the GLS dormitory information inquiry after payment.
- Virtual Account holder: Student Name(The sender dosen't have to be the student himself/herself).
- **If your payment is not fully made until the registration period, the admission must be canceled.**
- **Inquiry regarding payment(such as system error) should be concluded during operating hours(before 5:30pm)**

7. IMT(International Money Transfer) Notes

- International remittance usually takes at least over 2days, excluding national holidays, therefore, **You must send your dormitory fee at the first day of payment.**
- Your application will be canceled if your IMT is delayed and you do not send proof of payment to the dormitory office.
- After payment, it is necessary to check whether your payment is fully completed.

6 Dormmate (Roommate System)

1. Purpose

- This is to benefit residents who have observed the dormitory rules well. It gives a chance for students who match well to live together and can increase satisfaction of dormitory life.

2. Eligibility for Application

- Students who did not receive dormitory penalty points during 2023-Spring Semester (Freshmen cannot apply)
- Applicable in the period of 1st round of Dorm application only.
- Your dormmate have not received penalty points neither and accept the non-dormitory students who do not have any penalties.
- Dormmate application is only available for double roomed-dormitory on 1st round.

3. How to Apply and check result

- 'Dormmate Application' page is only activated to the students who are eligible for applying dormmate in the 'Dormitory Admission Application' procedure on GLS.
- Dormmate can be assigned only when both students, who are willing to live together, assign each other.
- Dormmate result can be check on assigned room result without an additional notice.
- **When both students who are assigned to Same Dormitory building/Same room type can apply for dormmate.**

4. Dormmate Ineligible Cases

- Applicants who do not select each other as dormmates.
- Dormmate Application is ineligible anyone of applicants don't get admission or admitted to different dormitory/room type.
- If applicants don't pay during 1st payment period, your admission will be canceled.
- Applicants who choose a different gender or ineligible dormmate.
- Input details incorrectly(Student number or name).

7 Required Submissions

※ You cannot check-in dormitory without both documents below.

1. COVID-19 test results

Submission document (Choose one)	Content
Rapid antigen or PCR	Within 7days of your actual check-in date
The Picture of Self-test kit	The picture of Self-test kit within 7days of your actual check-in date

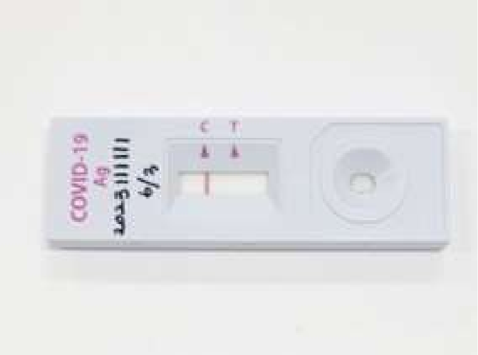
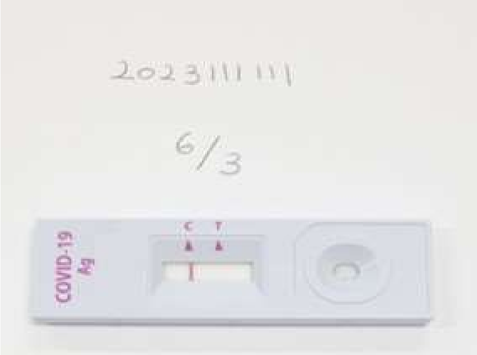
- Submission Method(Self-test kit):

1) Must write [Test date/Student No.] on self-test kit

2) Take a picture Self-test kit and then print it or send a E-mail to Dormitory official address.(dorms@skku.edu)

※ E-mail title must be written [Name of Dorm_Room No._Name]

※ You must write on the printed picture [Student No./Name/Room No.]

Permitted example	Not permitted example
	
- Write on the Self-test kit. (Test date/Student No.)	- Write personal date on the outside. - Submit positive result Self-test kit.

2. Tuberculosis test results

Classification	Case	Note
Require submission	- **Students who haven't submitted before** - **Students who participated medical check-up before on April 2023.**	- Students who do not submit the check-up result cannot enter the dormitory.
Submit exception	- Students who did check-up individually and have the record of submission during April. 2023 ~ Jun. - Student who are the continuous resident from 2023-Spring Semester.	- No additional submission. - Students who changed student number after submission check in operating office.

- **Place of submission: Dormitory security office on check-in day**
- Even if you have previously submitted results to the dormitory, you need to check the year/month of the examination on your GLS (Dorm Info menu)
- Tuberculosis can be diagnosed by checking your chest through x-ray,
- Visit a public health center or Clinic equipped with an X-ray machine.
- Please keep in mind that the results can take time for 1~3 days, please be prepared before your check-in date accordingly.

8 Mandatory for related to COVID19

1. Mandatory for related to COVID19

- Positive-reaction by Covid19 Self-test Kit
  - Immediately get the test nearby Clinic and contact dorm office right after.
- Positive-reaction by PCR or RAT Test(a medical institution)
  - Contact Dorm office or Dorm Assistant immediately
    (Check the phone number of your dorm assistant on bulletin board)
  - Go back to your house and 7days of Quarantine(Mandatory)

  ※ Quarantine facility is provided to students of Foreign nationality when it is necessary.
- KINGO-M(App.) Self-Report List
  - Input confirmed date, flow of your traffic in school, vaccination status, evident document of confirmation,etc

  ※ Modification can be made according to the regulation of Government.

9 Check-in procedure and Facility Information

1. Check-in Procedure

Check Room NO. through GLS → Visit dormitory's security office → Resister Finger print → Go to the room and Check facility condition of the room

- **Available time for Check-in: 09:00 ~ 22:00**
  - **Only On Regular check-in date: After 15:00**
  - If you can't bring two mandatory submission, Not allow you to check-in dormitory.
  - You can check your room number on your GLS dorm info check in advance.

- ■ Only dormitory residents can enter the dorm.
- ■ Admission procedure is being proceeded by each dormitory security office.
- ■ All Students have to submit Check-in list on the GLS.(No submit, Get penalty points)

2. Facilities

Classification			Facilities
Direct Dormitory	Room		- Heater and air conditioner, Desk, Chair, Bed, Closet, Wireless Internet router, fire extinguisher(Spray type) Smoke mask
	Common	Free	- Water purifier, Microwave, Toaster
		Charged	- Washing machine, Drying machine, Printer

- ■ You can check further information on ‘Facility Guidance’ of dormitory website.

3. To Be Prepared Individually & Prohibited Items

Classification	Items
Prepared individually	- Bedding (blanket, pillow, sheet, etc.), towels, toiletries, laundry basket, Toilet paper, laundry detergent, personal hygiene products, Emergency medicine
Permitted Items	- Computer, printer, desk lamp, charger, hair dryer, hair tong, humidifier, hand-held vacuum and fan, Refrigerators rooming 50L or below capacity
Prohibited Items	- **All electronic products except for permitted items(Non-code, Electric heaters, heated-water pad, candles, flammable products) and alcohol**
Register facilities	- In case of using refrigerator, Bicycle, Car must register in advance. - How to register: GLS → Application/Requirement Management → Dormitory → Application for facility usage - In case of using bicycle or car, Summit ‘Vehicle Use Agreement Form’ via e-mail[dorms@skku.edu] after the approval of SKKU Dorm office. *** Only refrigerators rooming 50L or below capacity are allowed.**

- ■ If you have the prohibited Items in the room, You can get a penalty point.

4. Request of Repair

- ■ When your room needs to be fixed by any problem, Please request repair on our dormitory website.

5. Package-Delivery room

- ■ If belongings are sent to assigned dormitory by package-delivery service, that will be kept in dormitory package-delivery room. Please be aware of breakage and lost which might happen. **Must put your Name, Student No., Room Number and Contacts on package**.

10 Dormitory Fee Refund Regulations

1. Admission Cancellation

Contents	Note	
Direct dormitory	- **Cancel before one day of regular check-in date.**	- Full refund
How to cancel	- GLS → Check Dorm Info. → 'Admission Cancellation'	

2. Mid-session Check-out

Contents	Direct Dormitory
Mid-session check-out	- **Check-out or cancel after the check-in day** - Expelled because of penalty points
Refund amount	- You can get a refund after excluding 15 days room rate from whole remaining days. - In case of having over 30 days**(by July.20)** from the official Check-out date. (No refund in case if less than 30 days remain until the regular check-out date)
Deposit	- The deposit will be refunded after your check-out date - The room is left in a state of uncleanliness, disrepair or facilities are missing, the cost would be deducted from the deposit.

■ From the regular check-out date, regardless of whether you already check-in or not mid-session dormitory refund policy will be applied.

■ How to apply: Dormitory website → Myeongryunhaksa Document Form → Download Refund application form → Submit to dormitory e-mail(dorms@skku.edu)

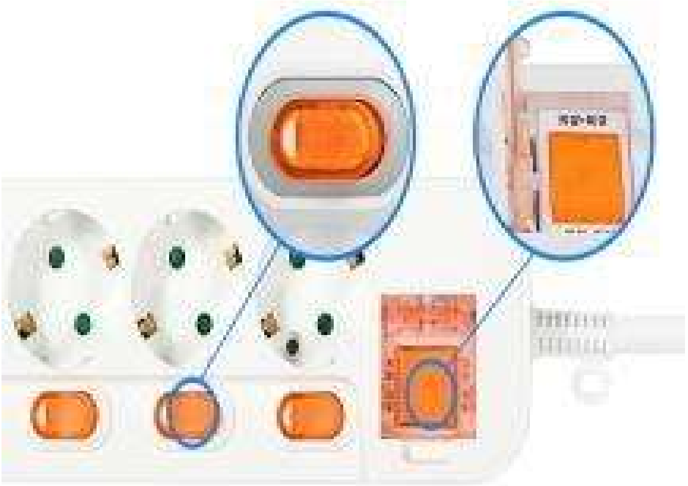
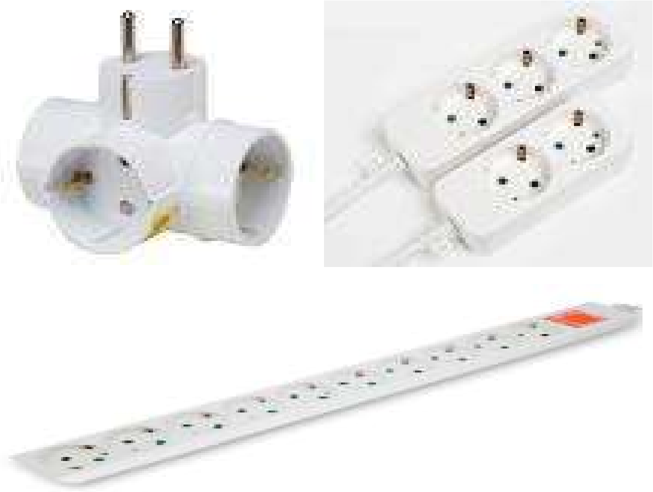
■ Refunds will take about 2 weeks to transfer to the students' bank account which are already registered in the refund application form.

11 Dormitory Life Rules

1. Dormitory Etiquette

- ■ If resident who violates the rule, then the penalty points will be imposed, Depending on the level of imposed penalties, you can be moved out, or lose the right to apply for dormitory.(Please refer to next 11 page's dormitory penalty points)
- ■ Dormitory Curfew: 01:00~05:00

2. Multi-Outlet Usage

Available Examples	Non-code
 - Includes overload blocking and grounding. - Power control switch required.	 - With no switches of controlling power or blocking overloads. - Multi-outlet with more than 5 sockets.

- ■ If you don't use standard power strip, you will get the penalty points.

12 Inquiry

Myeong-ryun Haksa(The Humanities and Social Sciences Campus (Seoul)	
Homepage	**https://dorm.skku.edu/dorm_seoul/**
E-mail	dorms@skku.edu
Contact	SKKU Housing office (02)760-0163~0164, 0167~0168
	Weekdays 09:00~17:30 (Lunch hour 12:00~13:00)

Penalty Points Under Dormitory Life

Article		Contents	Demerit
Safety	1	Significantly inappropriate behaviors (theft, assault, gambling, sexual assault, use of drugs or any kind of prohibited items, opening or stealing parcels, stealing or using other people's belongings.	20
	2	Accommodating non-residents or being visited by non-residents or assisting those acts in dormitory(including residents and non-residents)	20
	3	Bringing opposite sex to the dorm without permission (including both floor and room)	20
	4	Damage the public property and facility in dormitory	20
	5	Possession or use of materials causing fire and ignition (fuel gas, petroleum, paint thinner, candles, mosquito-repellent, and etc.)	15
	6	Smoking outside of designated smoking area and disposing cigarette buds (including the toilet) or keeping it in the room	10
	7	Possession or use of non-permitted electronics and personal facilities(including Electric cars) other than allowed electronics and personal facilities (Allowed electronics and personal facilities: computers, printers, stands, chargers, hair dryers, auto power curlers, USB humidifier, USB Air purifier, fan, mini-vacuum, bicycle, vehicle, and etc.)	5
	8	Abnormal use of entrance gate, use or send/receive objects through abnormal passage (windows or terraces)	5
Communal Living	9	Changing room without notice, applying as a substitute for dormitory	15
	10	In addition to the residency period (including the check-out time), unauthorized acts such as occupying the room are prohibited (including personal belongings)	15
	11	Stealing and using IP and spreading falsity, cyber-bullying other students or disseminating virus	10
	12	Harming others by being unconscious, causing damage to any public properties or behaving indecently due to drinking (in or out of dormitory)	10
	13	Breeding or bringing pets including insects, fishes, rodents, reptiles, and etc.) in dormitory	10
	14	Any act of not following the rules to prevent the spread of infectious diseases such as the submission of TB test results.	10
	15	Bringing alcoholic beverages (including empty cans or bottles) or keeping them in dormitory	8
	16	Act of transferring student ID card, key or entry card to non-resident or sharing of other resident's personal details for dorm entry	8
	17	Behaving arrogantly, disobeying to the dormitory director, office staff, house master, guidance-assistance, guard, related staff (e.g. janitor), giving false statements for guidance or inspection	5
	18	Access at curfew time (01:00~05:00)	3
	19	Granting access to non-residents or residents from other rooms into the room without the permission from roommate	3
	20	Using or moving dormitory equipment without permission, causing the public area to become messy or taking over the common facilities (e.g. creative zone, gym, kitchen)	3

Penalty Points Under Dormitory Life

Article		Contents	Demerit
Communal Living	**21**	Obstructing the lives of other students with noise (playing a musical instrument, singing or speaking loudly, PC games, answering calls etc.)	**3**
	22	Using computer or light (excluding the table lamp) without the consent of the roommate after 24:00	**3**
	23	Distributing, advertising and posting any materials without permission	**2**
	24	Non-cooperative behavior in education or training regarding communal living or safety.	**2**
	25	Acquiescing any 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 (in the dormitory room)	**2**
	28	Non-cooperative behavior in submitting required documents to dormitory	**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 (e.g. water dispenser, laundromat, toilet bowl, corridor) or not conducting proper garbage separation in designated area	**3**
	32	Not receiving delivered food outside of the building by oneself, or leaving empty food containers inside the building	**2**
	33	Not cleaning or organizing one's dormitory room (including the toilet)	**4**
Safety	**34**	Placing inappropriate items into the public facilities (e.g. microwave, toaster, washing machine, dryer), or leave the facility (including microwave, toaster, and iron) by itself while its on	**5**

▶ Total points of 20 or more: To be dismissed from dormitory, not eligible to apply permanently

▶ Total points of 15 or more: To be dismissed from dormitory, limit application for a year

▶ Total points of 10 or more: To be dismissed from dormitory

▶ A student who has been ordered to leave the dormitory by penalty points must leave within four days (Penalty points of 15days before check-out are applied to sum at the following semester or vacation)

▶ For repeated violations and those selected for 'Dormate', the punishment may be aggravated with twice the penalty points.

▶ We consider residents who don't reside in the corresponding dorm as non-residents, so we shall impose the same penalty points on them

▶ For matters subject to common responsibilities, all of them may be penalized and applied to non-private personnel, which may put them at a disadvantage in their next application

▶ If the management staff including security guard detects a violation, he/she shall hand over the penalty to administrative employee.

▶ In principle, the above penalty points shall be imposed on each violation, but depending on the circumstances of the violation, the dormitory director or the administrative office staff may add or decrease the penalty points. Any non-listed violation of regulations or rules may be subject to penalty points by the Director or administrative staff according to their severity.