※ **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 Fall Semester
Myeongryun Haksa
Dormitory Admission Guidance

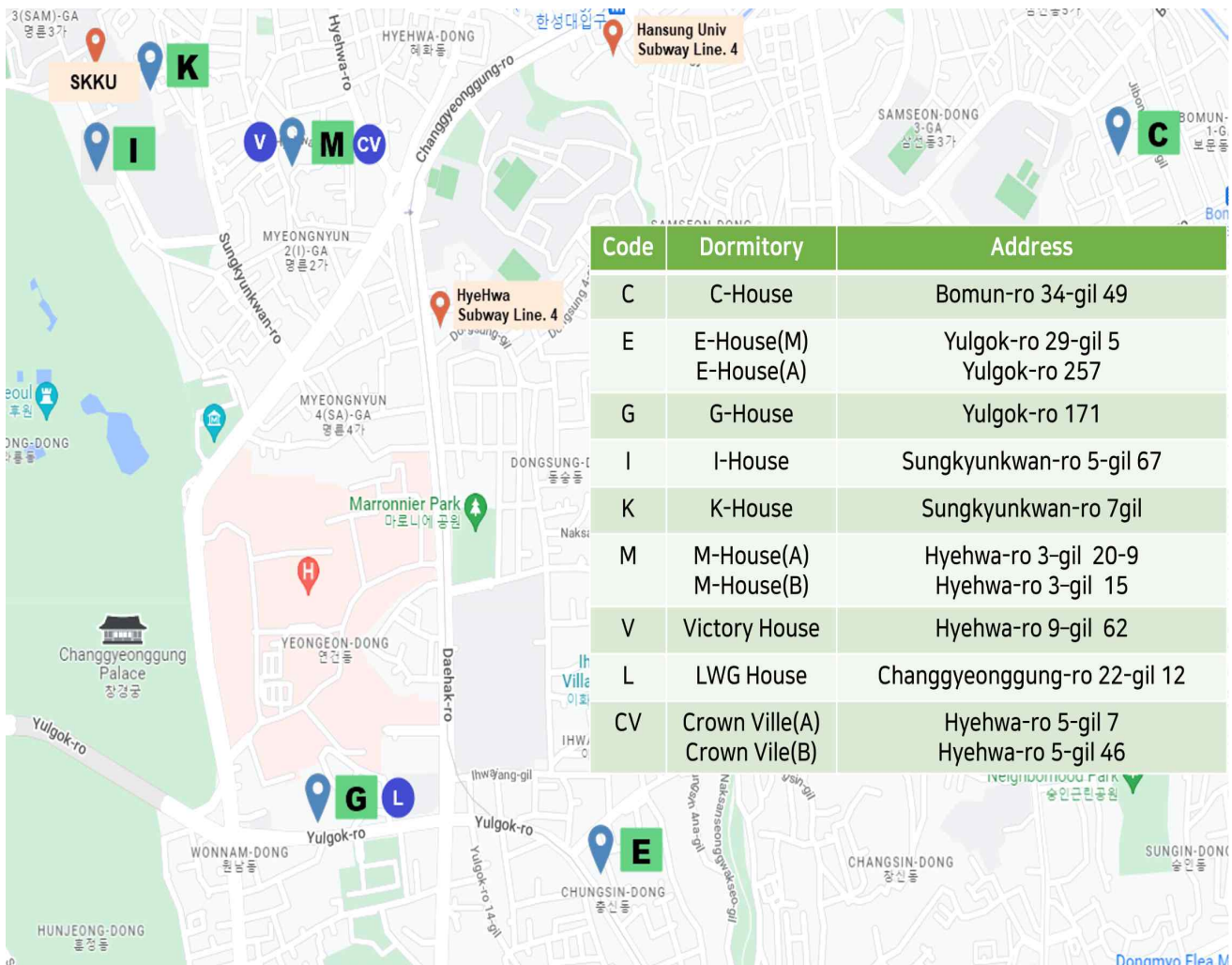# (The Humanities and Social Sciences Campus Dormitory)

Contents

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

Code	Dormitory	Address
C	C-House	Bomun-ro 34-gil 49
E	E-House(M) E-House(A)	Yulgok-ro 29-gil 5 Yulgok-ro 257
G	G-House	Yulgok-ro 171
I	I-House	Sungkyunkwan-ro 5-gil 67
K	K-House	Sungkyunkwan-ro 7gil
M	M-House(A) M-House(B)	Hyehwa-ro 3-gil 20-9 Hyehwa-ro 3-gil 15
V	Victory House	Hyehwa-ro 9-gil 62
L	LWG House	Changgyeonggung-ro 22-gil 12
CV	Crown Ville(A) Crown Vile(B)	Hyehwa-ro 5-gil 7 Hyehwa-ro 5-gil 46

■ E-House/G-House/LWG House: Approximately 20~30 minutes on foot to the campus.

1. Application Schedule

Rounds	Details	Schedule
1st round	Applying period	July.21(Fri) 11:00 ~ July.25(Tue) 23:00
	Announcement of successful applicants and registration (Dormitory fee payment)	July.31(Mon) 11:00 ~ Aug.2(Wed) 23:00
2nd round	Applying period	Aug.3(Thur) 11:00 ~ Aug.6(Sun) 23:00
	Announcement of successful applicants and registration (Dormitory fee payment)	Aug.10(Thur) 11:00 ~ Aug.13(Sun) 23:00
Room Assignment	Announcement of the result of room assignment	Aug.18(Fri) 17:00
Additional round	Waiting list(First come, First served)	To be announced

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

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

2. Check-in Date (Option)

Classification	Building	Early Check-in	Regular Check-in	Regular Check-out	Note
Direct Dorm	C/E/G/K/M-House	Aug.19(Sat) ~ Aug.25(Fri)	Aug.26(Sat)	Dec.16(Sat)	2nd Semester
Leased Building	Victory House, Crownvile A/C, LWG	-	Aug.19(Sat)	Feb.21(Wed)	2nd Semester+ Winter Vacation

■ You cannot apply for both Myeongryun Haksa(Seoul) and Bongryong Haksa(Suwon) at the same time.

■ You can choose your check-in date among Aug.19(Sat)~Aug.25(Fri)

■ You cannot revise the contents of application after the application period.

■ It is not able to early check-in before the check-in date you chose.
There is No early check-in for leased building (Check-in date: From Aug.19(Sat))

■ You can check-in after the date you chose.(No refund for non-residence periods.)

■ **Dormitory regular check-out date of 2023 Summer vacation is Aug.19(Sat).**
So if you are Summer Vacation residents now, you must choose Aug.19(Sat) for your check-in date of Fall Semester.

3. Important Notes for 2023-Summer Vacation Residents

■ Summer Vacation Residents must choose check-in date on Aug.19(Sat)

Summer Vacation Dormitory	Fall Semester Dormitory	Moving date	Moving time
Direct Dormitory	Direct Dormitory		15:00 ~
Direct Dormitory	Leased Building		09:00 ~
Leased Building	Direct Dormitory	Aug.19(Sat)	09:00 ~
Leased Building	Leased Building		~ 12:00(Noon)

　※ Dormitory moving date can be changed.(To be scheduled)

■ 2023-Summer Vacation Residents who failed 2023-Fall Semester application must check-out on Official check-out date.
(Direct dormitory: by Noon(12:00), on Aug.19(Sat), Leased building: by Noon(12:00), on Aug.16(Wed))

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) (112 nights)
C-House	Male	4People/ 2Rooms	80	11,900	1,332,800
E-House(Main)	Male	Double	302	13,000	1,456,000
E-House(Annex)	Female	Double	88	(A type) 13,000	1,456,000
			12	(B type) 11,500	1,288,000
G-House	Female	Single	20	20,800	2,329,600
		Double	284	(A type) 13,000	1,456,000
			16	(B type) 11,500	1,288,000
K-House	Female	Double	246	14,600	1,635,200
M-House	Male	6People/ 3Rooms	48	15,000	1,680,000

■ 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)

■ **If you choose Early Check-in, the dorm fee will be added accordingly.**

■ No Choice for E/G-House Room Type A/B. (Randomly allocated)

■ You can also apply for the C/M-House, a dormitory for exchange students in case of the vacancies after the selection of exchange students.

■ **Exchange students must apply for dormitory through the SKKU International Office.**
If exchange student apply through GLS will not be assigned to dormitory.

2. Leased Building

Dorm	Gender	Room Type	Capacity (per.)	Monthly Fee(KRW)	Dorm Fee of 6months(KRW)	Maintenance Fee(KRW)		Utility Fee
Crownvile A	M	Double	60	315,000	1,890,000	25,000	*Septic tank/ Water/Cleaning/ Communal Electricity/ Internet	*Electricity/ Gas (Monthly Payment)
Crownvile C (Law school)	M	Double	30					
	F	Double	30					
Victory House	F	Double	70	(A)300,000	1,800,000			
				(B)270,000	1,620,000			
LWG	F	Single	3	400,000	2,400,000	No Additional fee (Included in your dormitory fee)		
		Double	6	290,000	1,740,000			

■ Residence period: Aug.19,2023(Sat) ~ Feb.21,2024(Wed) [approx 6 months]

■ 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)

■ Korean Students are high priorities for Leased building.

■ There are building managers who are in charge of leased building.
They totally manage and control whole Leased building.

■ **Students must pay the additional fee separately(maintenance and utility fee/monthly) following to the building managers' direction individually. If your maintenance and utility fee are overdue, you will be evicted from the dormitory.**

■ Law School students(Korean) will receive priority allocation for Crownvile C.
You can apply for the Crownvile C in case of vacancies

■ Victory-House Room Type A/B differs from the room size. Randomly assigned.

4 Using the Cafeteria (E-Zipbob)

1. Operation Time

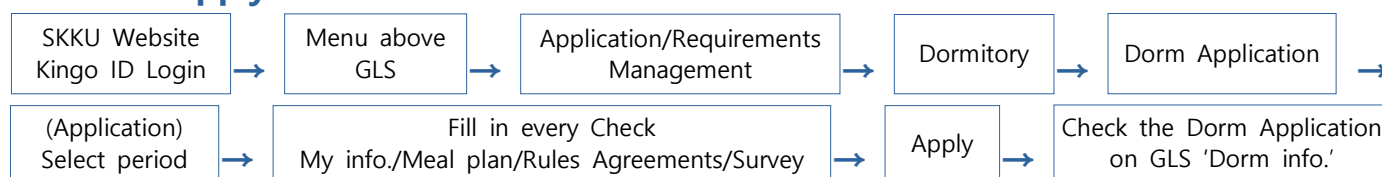| Meal time	Menu	Opening hour		Place
		Spring/Fall Semester	Vacation	
Breakfast	Korean Table (rice/soup/3 side dishes)	07:30 ~ 09:30	07:30 ~ 09:00	E-House (Annex) 1st Floor E-zipbob
Lunch		11:30 ~ 13:30	11:30 ~ 13:30	
Dinner		17:30 ~ 19:30	No Operation	

■ Operation period: Aug.21(Mon) ~ Dec.15(Fri)

■ Weekday, Breakfast/Lunch/Dinner 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

- ■ SKKU 2023-Fall Semester New(Transferred) undergraduate, graduate students and registered students.(Graduates and leave of absence students cannot apply.)
- ■ Student who can submit "Tuberculosis Check-up Result" until the check-in date and if your result is normal.
- ■ If you got under 1.75 score in last semester grade, you will be NOT selected. Someone who has penalty points are able to apply for dorm application, however, you will be not accepted.
- ■ From Oct. 1st, students on a leave of absence can be evicted from dormitory. (Students who scheduled to take the 2023-2nd Semester off cannot apply.)

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.**
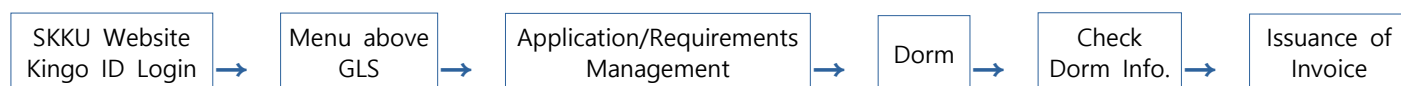
3. Policy for Selecting Residents

- ■ Freshmen will be randomly selected.(No consideration for residence or Distance)
- ■ 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	→	Menu above GLS	→	Application/Requirements Management	→	Dorm	→	Check Dorm Info.	→	Issuance of Invoice

- ■ '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)**

3. 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 and Summer vacation. (Freshmen cannot apply)

■ Applicable in the period of 1st round of Dorm application only

■ Your dormmate did not receive 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 ID number or name).

7 | Required Submissions

1. Tuberculosis test results

Classification	Case	Note
Require submission	- **Students who haven't submitted before** - **Students who participated medical check-up before June 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 June. 2023 ~ Aug. 2023	- 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 | 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 Aug.19(Sat) into E/K-House: After 15:00**

　- If you can't bring the Tuberculosis test results, you can't check-in dormitory.

　- You can check your room number on your GLS dorm info check in advance.

■ Only dormitory residents can enter the dorm.(Family and non-residents are restricted).

■ Admission procedure is being proceeded by each dormitory security office.

■ 'Personal Cart' is recommended for your Check-in day.

■ 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
Leased Building	Victory House		- Closet, Washing machine, Refrigerator, Air conditioner, electronic cooktop, Smoke mask * **No bed and desk**
	LWG House		- Desk, Chair, Bed, Closet, Air conditioner, Common kitchen, Common Washing machine, Smoke mask
	Crownvile A/C		- Desk, Chair, Closet, Washing machine, Refrigerator, Air conditioner, electronic cooktop, Smoke mask * **Crownvile A: No bed** * **Crownvile C: Some room has a bed, other rooms only have mattress.(No Choice)**

■ 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.
- Repair request for room inside: To Dorm security office or Domirtory website
- Victory House, Crownvile A/C: Ask leased building manager for repair
- LWG House: Request to G-House Security office

5. Direct Dormitory 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**.

■ Leased Building has no package-delivery room. (Package discouraged before check-in)

6. To do list after Check-in

Contents	Schedule	Note
Submission of your check-in list (All Dorm Students)	~Sep.3(Sun)	- Submit Check-in Confirmation form on GLS
Dormitory O.T and Fire Drill	Further notice	- Further notice to be expected with Details
Room Inspection for all dorms	Expected in October, November	- Schedule can be changed

■ If you do not participate the events as above after check-in dormitory, you will get penalty points.

9 Dormitory Fee Refund Regulations

1. Admission Cancellation

Contents	Note	
Direct dormitory	- **Cancel before one day that you choose to check-in**	- Full refund
Leased building	- **Cancel by Aug.18(Fri)**	
How to cancel	- GLS → Check Dorm Info. → 'Admission Cancellation'	
Note	- Dorm admission would not be canceled automatically in the event of SKKU admission cancellation so make sure you need to cancel dorm admission on your own on GLS. - If you cancel SKKU admission first, your student ID number will not be activated so that you cannot access to Kingo ID and GLS.	

2. Mid-session Check-out

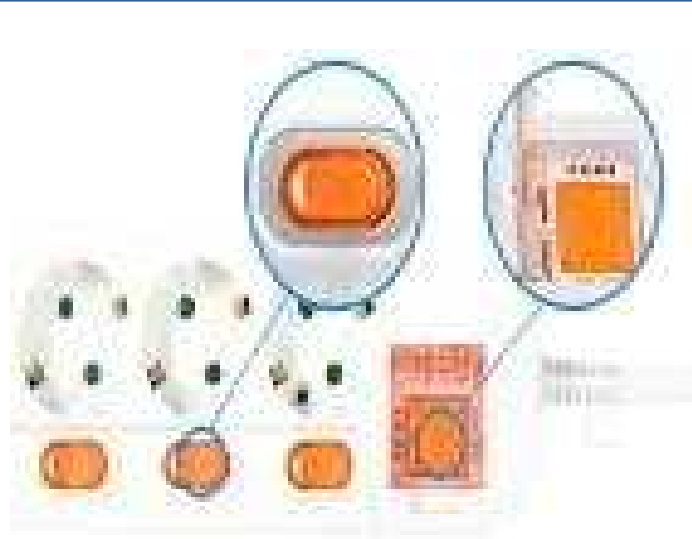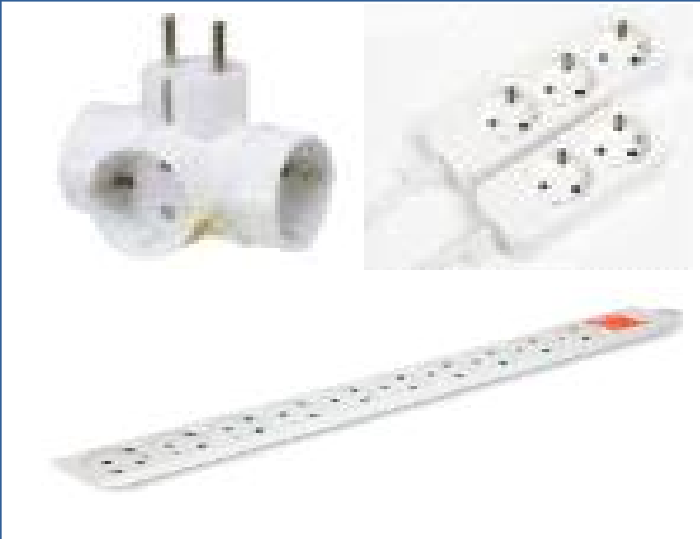| Contents	Direct Dormitory
Mid-session check-out	- **Check-out or cancel after the check-in day** - Expelled because of penalty points
Refund amount	- You can get a refund after excluding 15 days room rate from whole remaining days. - In case of having over 30 days**(by Nov.16)** from the official Check-out 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.

10 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.

11 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.