

Dormitory Fee Payment for the Summer Vacation and Dormitory Check-out

The spring semester of 2017 is soon about to end.

Please refer to the following instructions regarding dormitory fee payment for the summer vacation and dormitory check-out.

1. Dormitory fee payment for the summer vacation

1.1) Students staying during the vacation period must pay the summer vacation dormitory fees by June 30 (Fri), 2017.

- International House I & II, Global Village: 400,000 won / Student Apartment: 320,000 won

1.2) Students not staying for the entire vacation period may have rates calculated on a daily basis.

- International House I & II, Global Village: 6,000 won/day / Student Apartment: 5,000 won/day

1.3) Calculations of summer vacation dormitory fees shall begin from June 22 (Thu). However, students who check out by June 24 (Sat) do not need to make any additional dormitory payments.

1.4) Students who do not pay their dormitory fees by June 30 must vacate the dormitory immediately and cannot stay in the dormitory throughout the vacation period.

1.5) Dormitory fee payment forms

- Students in the Korean Language Program - Institute of Foreign Language Education
- Students in the Global Studies Institute - GSI office on the 7th floor of the GSI Building
- Students in all other courses (undergraduates in Korean-based courses, graduate students, exchange students, and others) - International Exchange Center

2. Dormitory check-out

* International House I & II

2.1) Students who wish to leave only for the vacation period must visit the security office to fill out the check-out form and submit it to the International Exchange Center 2~3 days before their check-out date. Please make sure to remove all belongings by the check-out date and place them in the dormitory storage office. Dormitory keys

must be returned on the check-out date. If any personal belongings remain in the room or if the room key is not returned by the check-out date, the maintenance department will assume that the student is still residing in the dorm and will charge dormitory fees accordingly.

2.2) Students who wish to store belongings in the dormitory storage office must pack their belongings into a maximum of 2 boxes. After leaving the boxes in the storage office, students must collect storage tags from the security office. These tags are needed when collecting the stored boxes from the storage office. Storage office hours are from 9 am to 5 pm on weekdays.

2.3) Students permanently vacating the dormitory must visit the security office to fill out the check-out form and submit it to International Exchange Center 2~3 days before the check-out date. After checking out, the dormitory room shall be inspected by the security officer who will then sign the check-out form for the dormitory deposit refund. The dormitory key and bedding set must be returned to the security office on the check-out date. The dormitory deposit refund may be collected only from 9 am to 4 pm on weekdays.

* Global Village

1) Students who wish to leave only for the vacation period must visit the security office to return room keys and bedding sets. Personal belongings can be packed in boxes and stored in the closet. Students are responsible for their own personal valuables and DSU does not take any responsibility for losses.

2) Dormitory keys and bedding sets must be returned to the security office on the check-out date.

3) Students permanently vacating the dormitory must visit the International Exchange Center 2~3 days before the check-out date to get the dormitory deposit refund. Please make sure to bring the room key for verification. The deposit refund may be collected only from 9 am to 4 pm on weekdays.

* Notice

Graduation is on August 10 (Thu). Students who are graduating, completing a Korean language course or exchange students returning to their home country must check out by August 16 (Wed). If any unavoidable circumstances arise, please visit the International Exchange Center to discuss details regarding the check-out date.

Please visit the International Exchange Center for further inquiries.