

# Information for Tuition Payment

## Payment

1. To pay the tuition fee either ① transfer the money to the bank account shown below or ② print the tuition receipt from the Student Support System (online) and go to the Bank in Korea and pay in cash (receipt will be available around mid-February / August)
2. If you need an invoice to transfer money to Korea from your home country, please apply at the end of the semester

## Bank Details (International transfer only)

- ✓ Name of the Bank : National Agricultural Cooperative Federation, Busan, Korea
- ✓ Bank Account Number : 301-0063-2565-81
- ✓ SWIFT(BIC)CODE : NACFKRSEXXX
- ✓ Name of Account Holder : Dongseo University
- ✓ Bank Address: Dongseo Branch of National Agricultural Cooperative Federation, Dongseo University, Jurye-ro 47, Sasang-Gu, Busan 47011, KOREA

## Procedure

No.	Procedure	Details	Estimated Period (Date)	Venue
1	Invoice Application	Email application will be needed	End of semester (June/December)	GSI Website / GSI Email
2	Scholarship Allocation	For students who change their scholarship due to entrance conditions, the GSI office will notify them through email.	Beginning of Vacation (February/August)	Email
3	Invoice Sending	An invoice will be sent through email to the invoice applicants	Vacation (January-February /July-August)	Email
4	Payment	- Print the bill online and pay at the bank - Transfer the money to the designated bank account	End of Vacation (February/August)	NH bank on campus
5	Follow-up	Payment list	Beginning of Semester March/September	Account office
6	Consult	Students who cannot not pay the tuition must consult with their academic advisor	Beginning of Semester March/September	Tutor professor's office