

2024 Winter Semester Dormitory Students Selection Guide

Must-Read before applying for Dormitory

[Each student can apply for dorm only once per semester]
After acceptance, if you don't make your payment,
you cancel the acceptance or, move out in the middle of the semester
⇒ Re-applying for that semester will not be available.

[Partial Opening of Dormitory 1]

Due to noise and safety concerns related to the Dormitory 1 renovation Project, the dormitory will not be available during the winter break except for specific groups (Institute of Sports Science and KOICA).

If you wish to stay in the dormitory during the winter semester, you must apply for Dormitories 2 or 3. Please note that Dormitories 2 and 3 are not equipped with cooking facilities. Measures will be taken to allow residents to use the cooking facilities in Dormitory 1.

1. Acceptance Announcement & Payment Notice

The list of required paper works will be up-loaded with 'Acceptance Announcement & Payment Notice' on our dormitory web-site for those of you who got accepted.

If you don't bring your required paper works, you will not be able to move in.

2. Payment of Dormitory Fees and Utility Bills

Residents must pay dormitory fees within the payment period; failure to do so will be considered a withdrawal from admission.

Dormitory fees and utility bills must be paid into separate accounts, so please confirm the account numbers before making payments.

If the remitter's name does not match the name specified in the announcement, payment confirmation may not be possible.

3. Dormitory Relocation

Residents currently admitted for the second semester who apply for winter semester accommodation will not be able to stay in their current second-semester rooms and will be moved to another dormitory.

1. Object of entering : Graduated student

2. Plan for Entry

(Unit : person)

Division	Total	Dormitory 1	Dormitory 2 (Male)	Dormitory 3 (Female)
			double room	
Graduated	145	No selection of dormitory residents	79	66

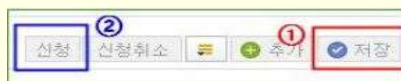
* The plan for Entry may change depending on the number of applicants

3. Schedule

Division	Detail Schedule
Apply period	2024. 11. 15(Fri) ~ 11. 18(Mon)
Accentance Announcement	2024. 11. 22(Fri) 00:00
Payment period	2024. 11. 22(Fri) 00:00 ~ 11. 25(Mon) 23:00
Notice for Room assignment	2024. 12. 16(Mon) 10:00
Check-in Date	2024. 12. 21(Sat) 15:00

4. How To Apply

★★★ Please Check out the attached file ★★★
(How to use 'Portal web site for Applying for Dorm)



When Applying Press "①Save" button,
then press "②Application Summit" button, the very left one
If you only press "①Save" button your application
will not be submitted.

★ The above student

The above student must attach the document(Confirmation of Adviser)
when applying for a person who has completed the regular graduate course.

★ Roommate Request

- When applying, Put the information (Student#, Name) of your roommate's
- Room change not possible after roommate matching

★ According to the dormitory living rules,

7 penalty points cannot be entered in case of resignation.

5. Dormitory Fee

The dormitories in Building 2 and Building 3 charge an additional utility fee apart from the dormitory fee.

The amount below must be paid during the dormitory fee payment period.

Failure to pay the dormitory usage fees and utility fees will result in the inability to move into the dormitory.

○ Dormitory Fees and Utility Fees

(Unit : won)

Period		Dormitory 2 (Male)	Dormitory 3 (Female)
		double room	
3 weeks	2024. 12. 21(Sat) 15:00 ~ 2025. 01. 11(Sat) 11:00 AM	180,000	
8 weeks	2024. 12. 21(Sat) 15:00 ~ 2025. 02. 15(Sat) 11:00 AM	480,000	

○ Precautions

: Regarded as an abandonment of registering for dormitory when you don't pay within the time limit.

6. Dormitory Fee Payment

○ Payment Period : 2024. 11. 22(Fri) 00:00 ~ 11. 25(Mon) 23:00

- Virtual account payment by individual

(Check your virtual account number at the INU portal site(<http://portal.inu.ac.kr/>))

- Pay the boarding fees in Shinhan bank at campus or on internet-banking.

Division	How to check the deposit account
Enrolled Students or Graduate Students	INU Portal (https://portal.inu.ac.kr) → 통합정보 → Institutions (Dormitory) → View Applicatino Result → Print Dormitory Bill

○ Precautions

- Dormitory fees must be paid within the payment period.

Regarded as an abandonment of registering for dormitory when you don't pay within the time limit.

7. Check Assigned Room

**If your room is changed
according to the winter vacation room assignment,
you must pack your bags and move out by 11 a.m. on Dec 21st.
(Due to construction, luggage cannot be stored in the room)**

**All items left in rooms or shared spaces after 12. 27(Fri),
will be immediately discarded.**

- Date : 2024. 12. 16(Mon) 10:00
- Method : Portal(<https://portal.inu.ac.kr>) → 통합정보 → Institutions(Dormitory)
→ View Application Result

8. Item Storage Information

- Availability : 12. 02(Mon) ~ 12. 20(Fri) / Open on weekdays only
- Eligible for Storage : residents of Dormitory 1 from the 2nd semester of 2024
- How to Use the Storage Room : Visiting the Dormitory Administration Office
- All items not stored in the storage room and left in rooms or common areas will be immediately discarded.

9. Costs will be charged for damages caused in Dormitory 2 or 3

- Floor damage from wearing shoes indoors ⇒ Floor repair fee (minimum 450,000 KRW)
- Pest infestation due to unwashed kitchenware ⇒ Pest control fee (minimum 100,000 KRW)
- Damage due to food spillage ⇒ Wallpaper repair fee (minimum 300,000 KRW)

10. Cancellation of entering dormitory and leaving dormitory

- Cancellation of dormitory
 - Apply period : Until 2024. 12. 20(Fri) 24:00
 - Application Method : Portal(<https://portal.inu.ac.kr>) → 통합정보 → Institutions(Dormitory)
→ View Application Result → Check-in Cancel
 - Refund amount : 100% Refund
(Only person who cancel Check-In until 2024. 12. 20(Fri) 24:00)
* Cancelling check-in after 2024. 12. 21(Sat) 00:00 will be regard as leaving dormitory midway
- leaving dormitory midway
 - Application Method : Portal(<https://portal.inu.ac.kr>) → 통합정보
→ Institutions(Dormitory) → Leave Application
 - Refund amount : Refund after deducting additional two-week usage fees from the remaining period (weekly) dormitory usage fees

11. Check-in

- Check-in Date : 2024. 12. 21(Sat) 15:00
- Place of Check-in : in front of dormitory office

12. Check-in documents(Check on the day when Check-In)

You have to bring all the documents with you to check-in.

**You can't enter the dormitory
if you don't bring every document with you,
so please make sure to prepare in advance**

**Prepare valid documents based on
the date you actually enter the dormitory.**

- **Existing Residents** : Resident Consent Form (online)
- **New applicants**
 - Resident Consent Form (online)
 - Identification (passport)
 - **Medical report(health certificate/hospital report)**
 - Examination item : TB test
 - Criteria : Only medical certificate for 2 months prior to the date of Check-in is valid
 - * Medical examination day criteria for Regular entry
: Examination records recognized after 2024. 10. 21
 - **Certificate of Measles Vaccination**
 - Number of doses : at least 1 dose

13. Information

- **No additional application will be accepted after the application period.**
- **It is not possible to extend or change the length of residence.**
Please check the exact period when you apply.
- **If you check out in the middle, you will be refunded the dormitory fee after deducting the two-week usage fee from the remaining period**
- Question
 - Dormitory Office ☎ 032-835-9810 ~ 9813