

Pre-Arrival Information



# Ajou Exchange/ Visiting Student Spring 2018

## Contents

Welcome to Ajou University, Korea
Pre-arrival Information
Check List
Academic Calendar for Exchange students
Notice on Housing Application
• Housing Application Procedure
• Requirement for International Students
• Housing Agreement
Useful Websites
Campus Map

## Welcome to Ajou University, Korea

We are very pleased to welcome you to become a student at Ajou University.

Ajou University, established in 1973 under the motto of “Asia’s best university for the 21<sup>st</sup> century”, is a leading research university. Ajou is located in Suwon, a city harmonizing Korean tradition and a modern city environment, and 30km south from Seoul. It has Samsung Electronics, one of the representative global companies in Korea, and Hwaseong Fortress, a UNESCO Heritage Site.

Proud to introduce, it is the only university in Gyeonggi Province having both Professional Graduate Schools of Medicine and Law that has an on-campus medical center which is one of the top ten in the nation. Eight programs in the School of Engineering and Information Technology is ABEEK accredited, School of Business – EPAS accredited and College of Medicine – JCI accredited. Last but not least, Ajou University is accredited by the Korean Government for excellent management and services for international students (IEQAS).

Through the Office of International Affairs, we offer a wide range of international programs and services which includes student and faculty exchanges, international summer school, Korean language program, etc. Ajou University currently offers more than 30% of its courses in English, and has a collaborative partnership with around 316 universities in 70 countries. The university welcomes around 900 international students from 65 countries to its campus annually.

The OIA sincerely looks forward to your visit, and we will do our utmost to ensure that your Ajou experience will be a rewarding one- academically, culturally, personally and professionally. Once again, we welcome you to Ajou University!

Office of International Affairs, Ajou University



## Pre-arrival Information

Spring Semester, 2018

This pre-arrival information includes crucial information that will help you prepare your departure for Ajou!

### ■ Applying for Student Visa (D-2)

All international exchange students are required to obtain D-2-6(study) visa for their study at Ajou. In order to obtain a D-2 visa, you must submit the required documents to the Korean Embassy or Consulate in your country.

These documents will be sent to your home university via post.

- (1) Certificate of Admission
- (2) Invitation Letter
- (3) Certificate of Business Registration of Ajou University
- (4) Certificate of Scholarship (if applicable)

The application procedure and required documents may vary depending on the embassy or consulate, so it is advised that you check with your local Korean embassy or consulate beforehand. Please note that you need to sign the Certificate of Admission issued by Ajou University before submitting it to the embassy.

If you have already obtained another type of visa, you must change it to D-2. The length of the visa is determined by the Korean consular officer, and the expiration date on your visa may not match the end date of your program. If your visa expires before you complete your tasks, you will need to apply for a visa extension at the Korean Immigration Office.

Required documents may be added or changed depending on individual circumstances. For more information, please visit the Korean immigration website – Hi Korea(E-Government for Foreigners) at [www.hikorea.go.kr](http://www.hikorea.go.kr).

### ■ Health and Medical Clearance Form

All students have been requested to submit the health and medical clearance form with their online applications as part of the required documents.

Please note that according to government regulation, students from certain designated countries are required to submit TO test result upon their D-2 visa application. However, if it is not submitted upon application, students will need to get re-tested for tuberculosis at the district public health center in Korea upon arrival.

The designated countries are : China, Sri Lanka, Russia, Uzbekistan, Thailand, Vietnam, India, Nepal, East Timor, Indonesia, Pakistan, Mongolia, Bangladesh, the Philippines, Myanmar, Cambodia, Kyrgyzstan, Malaysia

## ■ Dormitory Application

The application will be available online at Ajou website: <http://edorm.ajou.ac.kr>

The application period is from **January 8<sup>th</sup> ~ 19<sup>th</sup>, 2018** and you will need to input your email and application ID, which is the Ajou student ID number, to complete the application.

Your Ajou student ID number is included in the invitation letter, which was sent to your home university.

Please note that housing applications after the application period will not be accepted, and that we cannot guarantee placement. You will be able to access the final room assignment in *early* February after the successful completion of your housing registration.

University dormitory will open on **February 26<sup>th</sup>, 2018** for new coming students for the Spring 2018 semester. Please set your flight schedule to arrive after February 26<sup>th</sup>. Unfortunately, it is not possible to move-in to the dormitory before the dormitory opening date. Dormitory office will be open from 9AM to 10PM for check-in. You will have to arrive on campus by 9PM at the latest to complete check-in procedure.

The dormitory will close on **June 23<sup>rd</sup>, 2018** and if a student moves out of the dormitory after the closing date, the student is responsible for checking the availability to stay with the dormitory coordinator, and should pay the extra charges according to the dorm regulation.

For details on the housing application procedure, please refer to “Notice on Housing Application” page 10. For any questions about the dormitory, please contact directly the dormitory coordinator at [dorm@ajou.ac.kr](mailto:dorm@ajou.ac.kr).

## ■ Course Registration

Course registration will be available tentatively online from **February 19<sup>th</sup> to February 20<sup>th</sup>**.

The tentative course list will be announced on our website, and the final list will be uploaded in early February.

Meanwhile, you may refer the course list offered in the 2017 academic year at our website as similar courses are offered on each corresponding semester.

Course list: <http://www.ajou.ac.kr/en/international/inter21.jsp>

- **Course Registration** : Feb. 19<sup>th</sup> (Mon.) – 20<sup>th</sup> (Tue.), 2018
- **Course Change** : Mar. 2<sup>nd</sup> (Fri.) & Mar. 5<sup>th</sup> (Mon.), 2018
- **Course Withdrawal** : Mar. 22<sup>nd</sup> (Thurs.) – Mar. 23<sup>rd</sup> (Fri), 2018

※ The above schedule is subject to change and the final schedule will be noticed via email in *early* February.

## ■ Arrival to Ajou University from Incheon Int'l Airport

### Airport pick-up service

Airport pick-up service is available only for students who apply for it in advance. Airport pick-up service is available for two days, **between 9:00 am and 6:00 pm on Feb. 26<sup>th</sup> (Mon.) & Feb. 27<sup>th</sup> (Tue.), 2018, only at Incheon International Airport.**

In order to use this service, you need to complete a survey on your arrival info by clicking on the link here: <https://ko.surveymonkey.com/r/pickup2018spring>  
The deadline for pick-up service application is **Feb.9<sup>th</sup>, 2018.**

Ajou students will pick you up at the airport. When you arrive at the airport, please wait for the A.G.A. students (Ajou Global Ambassador: student volunteer group) **inside of Exit No. 7 on the 1<sup>st</sup> floor. (Please don't leave the airport.)** A.G.A. students will be holding an “Ajou University” sign in front of Exit No. 7 on the 1<sup>st</sup> floor and will guide you to the limousine bus heading to Ajou University, and at the bus stop, A.G.A. students will help you to take a taxi to the university dormitory. You have to pay your own transportation fee, so please prepare cash about KRW 20,000 won (about US \$ 20) in advance.

If you miss A.G.A. students (due to late arrival at Incheon airport (i.e. flight delay), or providing us incorrect information), you will need to come to Ajou University on your own.

### • Students arriving on your own

Please refer to the information below for directions from Incheon International Airport to Ajou University. If you are staying in the dormitory, please go directly there and check-in with the dormitory coordinator.

1. Arrival at Incheon International Airport (International Arrival, 1<sup>st</sup> floor)
2. Go to EXIT No. 7 (International Arrival, 1<sup>st</sup> floor)
3. Take the airport limousine bus “no. 4000” toward “East Suwon” at 7A Bus Stop (Gyeonggi).  
(Fare: 12,000 Won / about US\$ 10)
4. Get off at the last bus stop, “Hotel Castle”
5. Take a taxi to Ajou University from Hotel Castle. (about 4,000 Won/ US\$ 4)

“아주대학교 기숙사로 가주세요”  
“Please drive me to the dormitory of Ajou University.”

- Bus tickets are sold at the airport, and the fare is 12,000won (about USD10).
- Do NOT take a taxi directly from the airport as the fare from the airport to the university will be very high.
- Incheon Airport Information Desk: (+82) 1577-2600 (<http://www.airport.kr/pa/en/a/index.jsp>)
- Emergency Contact : Office of International Affairs, Ajou University  
Tel: +82-(0)31-219-2922, 2923, 2171, 2172, E-mail: [incoming@ajou.ac.kr](mailto:incoming@ajou.ac.kr)

## ■ Orientation

All international students are required to attend the orientation. The Office of International Affairs will be there to meet and to assist you with any questions you may have for staying at Ajou University.

During the orientation, important information such as academic schedule, alien registration, health insurance and tips for living in Korea will be introduced to prepare you for life in Korea. A campus tour and welcoming reception will follow the orientation.

### Orientation for international students Wednesday, February 28<sup>th</sup>, 2018

#### Orientation for ALL New International Students including exchange students

Time: 11 am – 12 pm  
Venue: Auditorium, Yulgok Hall

#### Welcoming reception

Time: 12 pm  
Venue: Lobby, Jonghap Hall

#### Orientation for New Exchange Students

Time: 2:00 pm – 5:00 pm  
Venue: Auditorium, Yulgok Hall

※ The venue is subject to change with the notice.

## ■ Health Insurance Policy at Ajou

All incoming exchange & visiting students studying at Ajou University are obligated to obtain personal health insurance as a condition of admission. Students must purchase insurance for the full study period, including periods of travel before and after their exchange period at Ajou University.

Please enroll in a health insurance plan of your choice, but it is recommended that you choose a study abroad plan which will cover medical expenses to be incurred during your exchange in Korea. Please refer the below chart of the general insurance plan for the international students. Mandatory insurance plans provided at your home institution will be sufficient, but proof (an official letter) must be provided.

Students should purchase health insurance before their arrival in Korea, and must submit the copy of the insurance contract to the Office of International Affairs by **Feb. 9<sup>th</sup>, 2018**.

Please visit the below google survey and upload your copy of the insurance contract.

\* Link: click on [Google Survey](#) and upload your file.

Please note that you need to log in with the google account, and in case it's not available to access google account, please email the copy of the insurance contract to [incoming@ajou.ac.kr](mailto:incoming@ajou.ac.kr).

If a student does not submit a copy of the health insurance, the issuance of documents such as transcripts, Certificate of Enrollment, etc., will be restricted.

The suggested limit of compensation is as below.

#### Limit of Compensation

	Coverage	Insurance
Accident (상해)	Death or Disability	KRW 100,000,000
	Domestic Inpatient	KRW 50,000,000
	Domestic Outpatient	KRW 250,000
	Domestic Prescription	KRW 50,000
Sickness (질병)	Domestic Inpatient	KRW 50,000,000
	Domestic Outpatient	KRW 250,000
	Domestic Prescription	KRW 50,000
Etc. (기타)	Disease Death or Disability	KRW 20,000,000

## ■ Alien Registration

Foreigners staying in Korea for more than 90 days must register at a local immigration office within 90 days from the date of entry. Simply receiving your visa is not the last step to registration, and those with visas must receive an ARC(Alien registration card) to finalize their sojourn documentation. It's illegal to stay in Korea for more than 90 days without being registered, regardless of your visa at entry.

The required documents for your ARC application is as below:

- Application form, Passport
- 1 color head shot photos (3.5 \* 4.5 cm)
- Application fee of KRW 30,000
- Certificate of registration from Ajou University
- Medical check-up record for tuberculosis
  - (18 countries) China, Sri Lanka, Russia, Uzbekistan, Thailand, Vietnam, India, Nepal, East Timor, Indonesia, Pakistan, Mongolia, Bangladesh, the Philippines, Myanmar, Cambodia, Kyrgyzstan, Malaysia
  - Students of these nationalities are required to submit the medical check-up report including the examination for tuberculosis issued from a neighborhood public health center.

You need to visit Suwon immigration office in person with these required documents after your arrival in Korea, and it usually takes 14~20 business days for the immigration office to process the application. Please be aware that the applicants must leave their passports with the immigration office during the entire approval period.

## ■ Meals & Food

Students can buy various types of meals on and off-campus, and also cook some instant snacks in the shared kitchen of the dormitory. Students usually use the kitchen to cook noodles, toast, and small snacks or to keep their own food in the communal refrigerator. Normal meal prices range from 3,500 won to 5,000 won (approx. US\$ 3~5) per meal on campus.

## ■ Student ID card

Your student Identification Card will be distributed during the orientation.

## ■ To open a bank account

If you would like to open a bank account in Korea, you will need Alien Registration card and your passport.

## ■ Join in Facebook group

Please join the Facebook group – “Spring 2018 Ajou University Exchange Students”. If you have any questions, please leave your message on Facebook or contact the Office of International Affairs at [incoming@ajou.ac.kr](mailto:incoming@ajou.ac.kr).

Facebook group: <https://www.facebook.com/groups/ajouspring2018/>

## ■ Contact Information

Ms. Gloria Seo  
Incoming coordinator  
Office of International Affairs, Ajou University  
206 Worldcup-ro, Yeongtong-gu, Suwon 16499, Republic of Korea

Tel: +82-31-219-2923 Fax: +82-31-219-2924  
E-mail: [incoming@ajou.ac.kr](mailto:incoming@ajou.ac.kr)  
Website: [www.ajou.ac.kr/en](http://www.ajou.ac.kr/en)

Office location: Yulgok Hall # 312  
Working hour : 9:00 am ~ 6:00 pm (Lunch time: 12:00 ~ 13:00)

## Check List

Please make sure to complete any applications or surveys by the deadline, and remember important schedule and necessary documents to bring with you to Korea.

1	<b>Online application for housing</b>	<b>Deadline:</b> Jan. 8 <sup>th</sup> ~Jan. 19 <sup>th</sup> , 2018 Link: <a href="http://edorm.ajou.ac.kr">http://edorm.ajou.ac.kr</a>
	All incoming students should apply for on-campus dormitory from January 8 <sup>th</sup> ~January 19 <sup>th</sup> , 2018.  Your dormitory placement result will be emailed in the middle of February.	
2	<b>Copy of Health Insurance (Mandatory)</b>	<b>Deadline:</b> Feb. 9 <sup>th</sup> , 2018 Link: <a href="#">Google survey</a>
	All incoming students should purchase the health insurance before their arrival in Korea, and must submit the copy of the insurance contact to OIA.	
3	<b>Arrival Information &amp; Pick-up service application</b>	<b>Deadline:</b> Feb. 9 <sup>th</sup> , 2018 Link: <a href="https://ko.surveymonkey.com/r/pickup2018spring">https://ko.surveymonkey.com/r/pickup2018spring</a>
	Pick-up service will be provided for two days, <b>between 9:00 am and 6:00 pm on Feb. 26 and 27</b> , only at the Incheon international airport.	
4	<b>Course Registration</b>	<b>Period:</b> Feb. 19 ~ Feb. 20, 2018 Course list: <a href="http://www.ajou.ac.kr/en/international/international21.jsp">http://www.ajou.ac.kr/en/international/international21.jsp</a>
	Course registration will be available tentatively online from <b>February 19<sup>th</sup> to February 20<sup>th</sup></b> . The guideline will be emailed in early February.	
5	<b>Three Photos (3.5cm x 4.5cm size, white background)</b>	3.5 cm x 4.5cm, white background, both ears shown, passport photo regulations apply
	You need to prepare 3 photos to make Alien registration card etc.	
6	<b>Alien Registration Card</b>	
	All incoming students should apply the Alien Registration card right after arrival. AR card will be used as your ID card during your stay in Korea.  You will get information about registration for Alien Registration Card during the orientation.	

## Academic Calendar for Exchange students

2018 Academic Year

### Spring 2018 Semester

• Course registration	Feb 19-20
• Dormitory Opening	Feb 26
• Orientation (Mandatory)	Feb 28
• Classes Begin	Mar 2
• Course Change	Mar 2, 5
• Course Drop	Mar 22-23
• Mid-term Exam	Apr 20-26
• Final Exam	Jun 18-22
• End of Spring Semester	Jun 22
• Dormitory Move-out	Jun 23

### Fall 2018 Semester (Tentative)

• Course registration	Aug 16-17
• Dormitory Opening	Aug 27
• Orientation (Mandatory)	Aug 29-30 (or 30-31)
• Classes Begin	Sep 3
• Course Change	Sep 3-4
• Course Drop	Sep 20-21
• Mid-term Exam	Oct 22-26
• Final Exam	Dec 18-24
• End of the Fall Semester	Dec 24
• Dormitory Moving-out	Dec 25

\* The academic schedule for Fall 2018 will be updated during the spring semester.

### Korean National Holidays in 2018

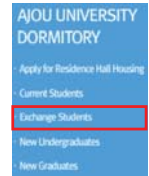
Jan 1	Solar New Year's Day	June 6	Memorial Day
Feb 15-17	Lunar New Year's Day	June 13	Regional Election Day
Mar 1	Independence Movement Day	Aug 15	Liberation Day
Apr 12	45 <sup>th</sup> Anniversary of Foundation of Ajou University	Sept 23-26	Chuseok(Thanksgiving Day)
May 5	Children's Day	Oct 3	National Foundation Day
May 7	Substitute holiday of Children's day	Oct 9	Hangul Proclamation Day
May 22	Buddha's Birthday	Dec 25	Christmas

## Notice on Housing Application

Spring Semester, 2018

This information is about Ajou University 2018 Spring semester housing application. All international students should read this notice and the attached file VERY CAREFULLY, and follow the instructions given. Ajou University's Dormitory Application will be made via ONLINE system only.

1. For your application, please log-in at the ONLINE housing application system web page: <http://www.ajou.ac.kr/edorm/> (E-mail application will not be accepted)
2. Exchange Students coming to Ajou University: please click the left banner on the ONLINE housing application system.



The housing application will be open **from Jan.8<sup>th</sup>(Mon.) to 19<sup>th</sup>(Fri.), 2018.**

To create your ID and PW at Ajou website, you need to type in your personal information; **Email** and **Ajou student ID number** as your application number. Please use the student ID given by Ajou University and the registered email address you entered on the application since it should be exactly the same as the one registered in Ajou's system.

### < Room type >

International Dorm	• 2-person bedroom	Shared bathroom, Shared bathroom
Hwahong Hall	• 2-person bedroom	
	• 4-person bedroom	

Room assignment cannot be guaranteed according to your preference due to the capacity of the dormitory and please make sure to apply for the room before the deadline. In addition, if you'd like your roommate to be Korean, please make a note at the application form and although it is not guaranteed, we will do our best in taking it into consideration.

Dormitory opening period for Spring Semester 2018 is **from February 26<sup>th</sup> (Mon.), 2018.** The result of the room assignment will be emailed by *mid*-February after your registration is complete and successful.

For any inquiries, please contact :

Dormitory Coordinator  
 Ms. Sera Hong  
 E-mail: [dorm@ajou.ac.kr](mailto:dorm@ajou.ac.kr) or [shong@ajou.ac.kr](mailto:shong@ajou.ac.kr)  
 Tel: (82)-31-219-2149

## Housing Application Procedure

Only for new coming student

All new Ajou International Students should apply for the dormitory online and international Students can only stay at Hwahong Hall and the International Dorm. Instructions are as follows:

### Online Dormitory Application (dormitory application system)

#### Application Procedure

1. Click: <http://edorm.ajou.ac.kr>
2. Select Exchange students at the **top left** of the new page
3. LOGIN (Year/Email/Ajou ID#)
4. Click application and fill out the blanks

### 1. Schedule

Submission of Application	Jan. 8 <sup>th</sup> (Mon.) – Jan. 19 <sup>th</sup> (Fri.)	<a href="http://edorm.ajou.ac.kr">http://edorm.ajou.ac.kr</a>
Notification of Room Assignment	mid-February	To be noticed via email
Payment of the Dormitory Fee	Feb. 26 <sup>th</sup> (Mon.) - Mar. 2 <sup>nd</sup> (Fri.)	
Dormitory opening period (Spring 2018)	Feb. 26 <sup>th</sup> (Mon.) – Jun. 23 <sup>rd</sup> (Sat.)	Please note the move out day. After this day, it is not allowed to stay the dorm.

\* Please pay the dorm fee to the SC Bank on Ajou campus after arriving in Korea. If you cannot arrive at Ajou by **Feb. 26<sup>th</sup>(Mon.)**, you should wire transfer the dorm fee abroad by the **Mar. 2<sup>nd</sup>(Fri.), 2018**. If you do not move in without paying by the due date without any notice, your application will be cancelled.

\* Please note that you can be arranged in a 2-bed room even though you apply to the 4-bed room due to the lack of the 4 bed rooms.

### 2. Dormitory Fees (for the year of 2018)

Regular Semester	International Dorm	2-person bedroom	KRW 1,195,000 /semester
	Hwa-Hong Hall	2-person bedroom	KRW 915,000 /semester
	Hwa-Hong Hall	4-person bedroom	KRW 620,000 /semester

\*Meal service is not included. Students should serve themselves in several cafeterias on campus.

### 3. Dormitory fee payment details for successful candidates

<b>How to pay the dorm fee</b>	<ol style="list-style-type: none"> <li>a) Please pick up the bill of dorm fee payment at the coordinator's office on the 1<sup>st</sup> floor in Hwahong Hall.</li> <li>b) Please pay the dorm fee in SC Bank in Ajou campus with cash or transfer the amount to the below bank account number.             <ul style="list-style-type: none"> <li>- When you remit payment online, please specify your <u>4-digit room number</u> and <u>applicant's given name</u>.</li> <li>- If the sender is different from applicants, please make sure to write down the applicant's given name and room no when you make bank transfer and then you must send the statement of bank transfer to the dorm coordinator.</li> </ul> </li> </ol>
<b>Account Information (Ajou University)</b>	<ol style="list-style-type: none"> <li>a) Bank Name: Standard Chartered Bank Korea Limited (SC Bank)              Branch Name: Ajou University Branch              Account name: Ajou University              Account No. : <u>632-15-000630</u>              Swift code: SCBLKRSE (for international transfer)               Address: Standard Chartered First Bank,              Student Union Building 1<sup>st</sup> floor, Ajou University,              206 Worldcup-ro, Yeongtong-gu, Suwon 16499, South Korea</li> <li>b) <u>Due Date for the payment</u> : <b>Mar. 2<sup>nd</sup>(Fri.), 2018</b></li> </ol>
<b>Notice</b>	<ol style="list-style-type: none"> <li>a) All residence should follow move in and move out date.</li> <li>b) You cannot pay the dormitory fee in installments, and should pay the whole amount by the due date.</li> <li>c) If you don't pay by the due date, your application will be cancelled.</li> </ol>

### 4. Submission of Health Check-up result

Before moving in to the dorm, all residents should submit the result of the health check-up(TB).

As all incoming exchange & visiting students already submitted the health check-up result to the Office of International Affairs(OIA), the OIA will forward it to the Office of Student Housing & Residence at once.

If you didn't submit the health check-up result yet, please email it to OIA asap, and please note that without the result, students cannot move in.

## 5. Refund Policy

	Within 4 weeks	Within 8 weeks	Within 12 weeks	After 12 weeks
Payment	100%	75%	50%	25%
Refund	75%	50%	25%	0

- a) If residents have to leave during the middle of the semester, residents will need to apply for refund request, the same procedure as dormitory application.
- b) The dormitory fee will be refunded to the student, but not the full amount according to the policy.
- c) The criteria of refund policy are based on the move-in date given by the dormitory and not by the individual students' actual move-in date.
- d) Residents who are expelled due to violation of dormitory rules and regulations will receive **NO REFUND**
- e) Summer or winter vacation residents receive no refund for early withdrawal from the dormitory.

## 6. Important Notice

- a) Due to limited availability, room arrangement **cannot be guaranteed as your preference** and your room can be changed after assignment room.
- b) If you do not apply for the dormitory within the application period, the application is not accepted.
- c) If you don't pay by the due date, your application will be cancelled.
- d) Every resident should submit the **result of a TB check** (Tuberculosis) before moving in.
- e) If you leave your stuff in a room without applying for the dormitory, it will be cleared out. You are responsible for your own belongings, and your stuff cannot be kept.
- f) Dormitory offers bedding sets (a temporary pillow, blanket and bed sheet) for only international students from the inspector office in each dorm.
- g) Please note the move out day, and remember to leave the dorm accordingly.

## 7. Contact Information

Dormitory Coordinator

Ms. Sera Hong

Office of student housing and residence

E-mail: [shong@ajou.ac.kr](mailto:shong@ajou.ac.kr) or [dorm@ajou.ac.kr](mailto:dorm@ajou.ac.kr)

Tel: +82-31-219-2149

Office: 1<sup>st</sup> floor of Hwahong Hall

## Requirement for International Students

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### 1. Eligibility to Move In

- A. Incoming international students
- B. Registered international students
  - 1) Excluding those who were on academic probation in the previous semester
  - 2) Excluding those who were given 30 points' penalties and expelled from the dormitory
  - 3) Excluding research students

### 2. Selection Criteria

- A. The resident selection shall take place every semester.
- B. Incoming students will be given priority.
- C. Selection criteria for currently registered students
  - 1) Currently registered students will be selected after the spots for incoming students are filled.
  - 2) The same selection criteria will be applied to currently registered students as follows. (GPA: 60 percent; basic points: 30 percent; service points: 10 percent)
  - 3) If multiple students with same GPA's and credits compete for one vacancy, the date of birth (the youngest person will be given priority) will be taken into consideration.
  - 4) Currently registered students must move out of their rooms prior to the beginning of the semester if not selected. Unless selected students make full payment by the deadline, the vacancies will be given to those next in line on the waiting list.

### 3. Room Assignment Guidelines

- A. Room assignment will be handled by the Office of Student Housing & Residence with full consideration of applicants' requests.
- B. The request period for room changes will be the first week of each semester. No change is allowed after the period.
- C. Students suffering from sleep disorders (snoring, teeth grinding, etc.) serious enough to disturb roommates cannot be accepted.
- D. Students can choose from the two types of rooms: two-bed rooms and four-bed rooms. However, if there aren't any remaining rooms, the Office of Student Housing & Residence will randomly assign the rooms.
- E. As for registered students, rooms will be allocated in accordance with GPA.)
- F. Students will be categorized into groups of Undergraduate, Graduate School, Exchange Student, etc. when allocating the rooms

### 4. Dormitory Application Procedures

- A. The dormitory application submission period for international students will be the same as local students
  - B. No application allowed after the deadline
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## Housing Agreement

All residents should abide by the rules and regulations of the Ajou University Dormitory. These rules and regulations have been set forth for the purpose of promoting the convenience, security and welfare of the residents of our dormitory, and to protect the dormitory's property from misuse and abuse. Any violations against the rules and regulations will result in penalties as follows.

Violations of Regulations	Penalty
1. Voluntarily withdrawing or taking a leave of absence from school	Dismissal from the dormitory
2. Being placed under arrest for criminal acts	
3. Being suspended from school for a specified period of time or submitted to a more severe disciplinary measure	
4. Entering the dormitory under someone else's name or letting a non-resident stay overnight	
5. Engaging in any conduct of drinking, violence, theft, gambling or arson	
6. Harming public interest by unruly behavior	
7. Illegal entry into the dormitory	
8. Letting a person of opposite gender inside his/her room and floor	
9. Changing rooms at his/her discretion	15
10. Smoking inside the residence hall	15
11. Spreading fabricated information through the Internet	15
12. Not following the directions of the university staff	15
13. Damaging or making alterations to dormitory property	10 (must pay for damage)
14. Making excessive noise or taking any actions that disturb other residents	10
15. Bringing in or using electric products including all types of electric heaters (mat, cushion, etc.), stove, refrigerator, rice cooker, TV, iron and burner.	10
16. Cooking outside the designated areas	10
17. Transferring the key to the dormitory to a non-resident without prior permission	10
18. Disturbing neighbors after excessive drinking	10

19. Bringing in and raising pets without approval	10
20. Not attending orientation and fire safety education	10
21. Letting in non-residents at his/her discretion	5
22. Leaving the dormitory in an untidy condition	5
23. Removing or relocating fixtures and facilities at his/her discretion	3
24. Drawing graffiti on or attaching unapproved materials to the wall	3
25. Hanging out the wash in the corridor	3

- ※ Those who received prior approval from the director of the residence hall are exempt from 16 and 20
- ※ Dismissed residents cannot re-enter the facility.
- ※ The penalties are valid for one semester and will be deleted after they are used for the selection process during the next semester.

### >> Any Inquiries

- **Dormitory Coordinator**  
Ms. Sera Hong  
**Office of student housing and residence**  
E-mail: [shong@ajou.ac.kr](mailto:shong@ajou.ac.kr) or [dorm@ajou.ac.kr](mailto:dorm@ajou.ac.kr)  
Tel: +82-31-219-2149  
Office: 1<sup>st</sup> floor of Hwahong Hall
- **Dormitory Address**  
Room # (XXXX), Building name,  
Ajou University, 206 Worldcup-ro, Yeongtong-gu, Suwon 16499, South Korea

**The Office of Student Housing & Residence**  
**Ajou University**

## Useful Websites

Category	Domain
<b>▷ Ajou links</b>	
University Library Housing Office Counselling Center Graduate School of International Studies Ajou University Hospital	lbrary.ajou.ac.kr edorm.ajou.ac.kr www.ajou.ac.kr/ws gsis.ajou.ac.kr hosp.ajoumc.or.kr
<b>▷ Korean Government</b>	
Immigration Bureau Hi-Korea Study in Korea National Institute for Int'l Education Ministry of Education Ministry of Foreign Affairs Ministry of Health Insurance Corporation Korea Tourism Organization K-MOOC Korean Culture and Information Service	www.immigration.go.kr www.hikorea.go.kr www.studyinkorea.go.kr www.niied.go.kr www.moe.go.kr www.mofa.go.kr www.nhis.or.kr www.visitkorea.or.kr www.kmooc.kr www.factsaboutkorea.go.kr
<b>▷ about Suwon</b>	
Suwon City Suwon Center for Int'l Cooperation Suwon Youth Foundation	www.suwon.go.kr www.swcic.or.kr www.syf.or.kr
<b>▷ Culture and Tourism</b>	
Visit Korea Committee Gateway to Korea Visit Seoul Life in Korea Temple stay information	www.vkc.or.kr www.korea.net www.visitseoul.net www.lifeinkorea.com www.templestaykorea.org
<b>▷ Newspaper in English</b>	
The Korea Herald The Korea Times The JoongAng Ilbo The Chosun Ilbo The Dong-A Ilbo	www.koreaherald.com www.koreatimes.co.kr english.joins.com english.chosun.com english.donga.com
<b>▷ Embassies in Seoul</b>	
List and contact of Embassies	www.lifeinkorea.com/information/Comms/embassy.cfm

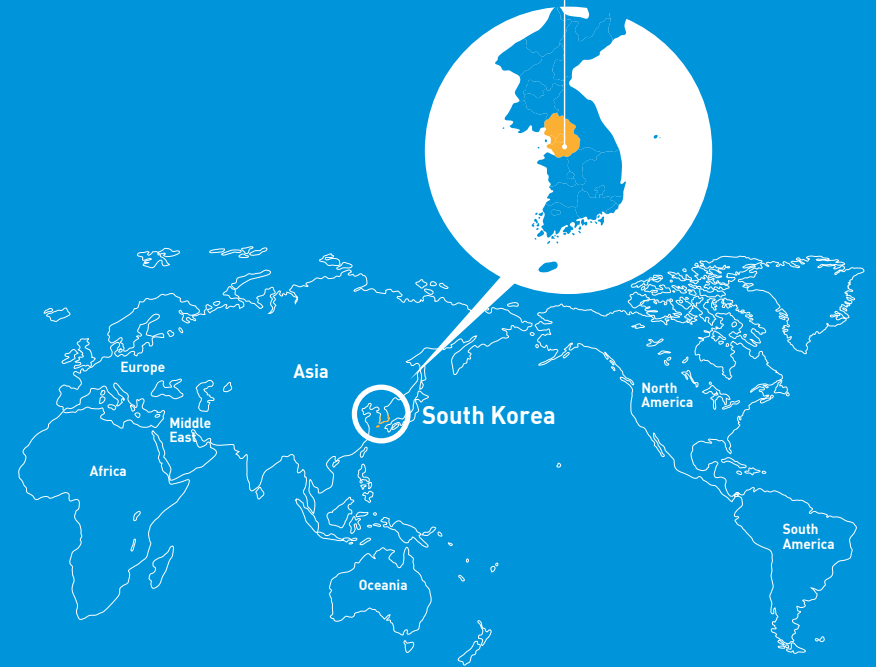
## Campus Map



- |                    |   |
|--------------------|---|
| 1 정문               | Main Gate   |
| 2 버스정류장            | School Bus Stop                                       |
| 3 선구자상             | The Pioneer Statue                                    |
| 4 에너지센터            | Energy Center   |
| 5 원천관              | Woncheon Hall   |
| 6 원천정보관            | Woncheon Haedong Hall                                 |
| 7 북문               | North Gate  |
| 8 화공실험동            | Chemical Engineering Laboratory                       |
| 9 서관               | West Hall   |
| 10 동관              | East Hall   |
| 11 종합설계동           | Capstone Design Laboratory                            |
| 12 대형지반연구실험동       | Geotechnical Engineering Laboratory                   |
| 13 토목실험동           | Civil Engineering Laboratory                          |
| 14 팔달관             | Paldal Hall   |
| 15 학군단             | R.O.T.C Headquarters                                  |
| 16 신학협력원           | Industry-University Cooperation Building              |
| 17 국제학사            | International House_Dormitory 5                       |
| 18 광교관             | Gwanggyo Hall_Dormitory 4                             |
| 19 화흥관             | Hwahong Hall_Dormitory 3                              |
| 20 용지관             | Yongji Hall_Dormitory 2                               |
| 21 기숙사 식당          | Dormitory Dining Hall                                 |
| 22 남재관             | Namjae Hall_Dormitory 1                               |
| 23 학생회관            | Student Union 1                                       |
| 24 학생회관            | Student Union 2                                       |
| 25 성호관             | Seongho Hall  |
| 26 테라스             | The Terrace   |
| 27 중앙도서관           | Central Library                                       |
| 28 노천극장            | Amphitheater  |
| 29 율곡관             | Yulgok Hall   |
| 30 다산관             | Dasan Hall  |
| 31 약학관             | College of Pharmacy                                   |
| 32 임상수기센터 및 실험동물센터 | Clinical Skills Laboratory and Animal Research Center |
| 33 종합관             | Jonghap Hall  |
| 34 테니스장            | Tennis Courts   |
| 35 의과대학연구관         | School of Medicine-Research Building                  |
| 36 제2주차빌딩          | Parking Garage 2                                      |
| 37 체육관             | Gymnasium   |
| 38 운동장             | Athletic Field  |
| 39 캠퍼스플라자          | Campus Plaza  |
| 40 송재관             | Songjae Hall  |
| 41 이주대학교병원         | Aju University Hospital                               |
| 42 병원별관            | University Hospital Annex                             |
| 43 웰빙센터            | Well-Being Center                                     |
| 44 제1주차빌딩          | Parking Garage 1                                      |
| 45 장례식장            | Funeral Hall  |
| 46 병원정문            | University Hospital Main Gate                         |
| 47 동문              | East Gate   |
| 48 권역외상센터          | Trauma Center   |
| 49 남문              | South Gate  |




Suwon,  
Gyeonggi Province



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- Website: [www.ajou.ac.kr](http://www.ajou.ac.kr)

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