

Major Duties and Contact Addresses

	Institution	Tel. (Area Code: 02)	Website	Affair
Accommodates	Gwanak-sa (SNU Dormitory) (J-900-926) (K-931-934)	880-5404	http://dorm.snu.ac.kr	Accommodates undergraduate, graduate, and married student
	BK International House (K-946)	880-5072	-	Accommodates international professors, researchers, and graduate student
	Faculty Apartments (K-121~123)	880-5072	-	Accommodates professor
	Hoam Faculty House (K-125~126)	880-0300	http://www.hoam.ac.kr	Accommodates visitor
Divisions of university (C-60)	Division of Welfare	880-5072 (Welfare) 880-5078 (Scholarship)		Provides both Student Medical Mutual Aid Service and Medical Insurance for faculty, and Scholarships
	Division of Student Affairs	880-5050	-	Provides support for student vehicle registration on campus or use of school facilities
	Division of Academic Affairs	880-5023-5	-	Deals with faculty promotion, issuance of the Certificate of Holding Office (Certificate of Career Experience, etc), and editing and revising academic program
	Division of Educational Affairs	880-5032-3	-	Deals with registration, student records, graduation and completion of a degree, courses, academic resources, and issuance of certificates
	Division of Property & Facilities Management	880-5132	-	Deals with issuance of parking tags and shuttle buses
Administration Office at Each College	College of Humanities (H-6)	880-6007-9	http://humanities.snu.ac.kr	Deals with course enrollment, student records, summer & winter sessions, academic status, and scholarship application
	College of Social Sciences (B-16)	880-6306-7	http://social.snu.ac.kr	
	College of Natural Sciences (C-25-1)	880-6506-8	http://cns.snu.ac.kr	
	College of Nursing (Yeongeon Campus)	740-8807	http://nursing.snu.ac.kr	
	College of Business Administration (I-58)	880-6906-8	http://cba.snu.ac.kr	
	College of Engineering (E-34)	880-7008-10	http://eng.snu.ac.kr	
	College of Agricultural and Life Sciences (D-200)	880-4505-8	http://cals.snu.ac.kr	
	College of Fine Arts (I-50)	880-7454-5	http://art.snu.ac.kr	
	College of Law (B-15)	880-7536-8	http://law.snu.ac.kr	
	College of Education (H-11)	880-7606-8	http://edu.snu.ac.kr	
	College of Human Ecology (C-13)	880-6804	http://che.snu.ac.kr	
	College of Pharmacy (C-21)	880-7824-5	http://www.snupharm.ac.kr	
College of Music (I-54)	880-7906-7	http://music.snu.ac.kr		
Office of International Affairs (A-152)	880-8633-8	http://oia.snu.ac.kr	Provides counseling for international students on academics, and providing as well as needed services they need and information on scholarship	
Health Service Center (C-63)	880-5339	http://health4u.snu.ac.kr	Aims for early diagnosis and treatment for of simple diseases	
Central University Library (C-62)	880-8001	http://library.snu.ac.kr		

Institution	Tel. (Area Code: 02)	Website	Affair
University Computing Center (C-102)	880-5841	http://ucc.snu.ac.kr	Offers services such as providing My SNU ID, information on PC access, lending equipments (laptops and camcorders), and providing free LAN service and IT education
Language Education Institute (A-137/137-1)	880-5483 ~4	http://language.snu.ac.kr	Offers foreign language classes, Korean language classes and the Teacher Training Program
Center for Teaching and Learning (H-61)	880-1416	http://writing.snu.ac.kr	Provides workshops on effective teaching methods and counseling on writing in Korea
Kyujanggak Archives (B-103)	880-5316 ~7	http://kyujanggak.snu.ac.kr	Provides access to old books and archive
University Museum (I-70)	874-5693	http://museum.snu.ac.kr	Holds exhibitions on archaeology and history, traditional art, and anthropology and folklore
University Museum of Contemporary Art (A-151)	880-9504	http://www.snumoa.org	Holds exhibitions of contemporary art
SNU Child Educate & Research Center (K-941)	880-5767	http://kidshome.snu.ac.kr	Is a kindergarten for children of faculty and student
SNUCO	880-8536	http://www.snuco.com	Manages the cafeterias, snack bars and other store
SNU/POSCO Sports Center (A-71-2)	880-6980	http://spolex.snu.ac.kr	Manages the sports facilities
Nonghyup (H-109)	880-5522	http://www.nonghyup.com	Provides banking service
Shinhan Bank (K-63)	871-7411	http://www.shinhan.com	
Post Office (C-60)	889-0205	http://www.epost.go.kr	Provides both banking services and postal services including sending parcels, delivery services and EMS
Seoul National University Hospital	1588-5700	http://www.snuh.org	General Hospitals The third medical institution (Patients with diseases that can not be treated by the University Health Service Center will be transferred to these institutions.)
SNU Boramae Hospital	1577-0075	http://www.brmh.co.kr	
Korea Immigration Service	2650-6212	http://seoul.immigration.go.kr	Deals with issuing passport VISAs issuance and extension
Gwanak-gu Office	880-3114	http://www.gwanak.go.kr	Deals with issuance of administrative certificates (Naturalization, marriage, childbirth, seals)
Driver's License Agency	1577-1120	http://www.dla.go.kr	Deals with issuance of driver's licenses and altering international driver's license
Global Information Center	880-4447 ~8	Provides solutions to the matters that foreigners encounter. Any question is welcomed.	

Emergency Numbers

Emergency or Fire	On-Campus 880-5171~3, Outside Off-Campus 11
Crime or Personal Threat	On-Campus 880-8112/8119, Outside Off-Campus Police Station 112

You can also make a free phone call to any numbers in Seoul(area code: 02), Incheon[032] and Gyeonggi-do[031] using an internal phone. Press "0" first. If you are making a call to a person in Seoul, you have to skip the area code, 02 [e.g. When you are calling to 02-123-4567, press 0 to wait one second, then press 123-4567]. But in case you make a call to a number in Incheon or Gyeonggi-do, you must include the area code [e.g. You are calling to 032-765-4321. Then you have to press 0, then press 032-765-4321].

* Using your mobile phone: When you call to wire telephone numbers, you have to include area code [e.g. When you want to make a call to the Global Information Center, press 02-880-5052].