

2014 Application for Undergraduate students

※ This is the guideline of Gwanaksa residence 2014 for all undergraduate international students of Seoul National University, Gwanak campus, 2014. (Except for 2014 incoming freshmen)

- ★ Although you are currently living at dormitory, you MUST apply for the dormitory for 2014
- ★ Every student (including KGSP students) MUST apply for it by oneself

1. Application Period

- Date of Application and result announcement

Application period	Result Announcement
2013. 12. 2(Mon) 10:00 ~ 12. 6(Fri) 18:00	2013. 12. 23(Mon) 11:00

- Date of Optional choice for Accepted students

: 2013. 12. 23(Mon) 11:00 ~ 12. 27(Fri) 18:00

- Registration (document submission & payment) period

: 2014. 1. 6(Mon) ~ 15(Wed), 10:00~17:00

Housing Fee

- Bldg. 921~926: 456,000 won (deposit 100,000 won excluded)
- Bldg. 906: 762,000 won (deposit 100,000 won excluded)
- Bldg. 919: 528,000 won (deposit 100,000 won excluded)
- ※ Detail information regarding housing fee will be posted after the announcement of accepted applicants.

2. How to apply

- If you choose and apply just one side between 906 and 919~926bldg, you'll get

the waiting list number of each bldg automatically in case you will not be selected at first!!

① Visit Gwanaksa Homepage:

- Korean: <http://dorm.snu.ac.kr> - English: <http://dorm.snu.ac.kr/eng>
- Click the banner “온라인 입사 신청” or “On-Line Application for GAS” >> Submit application

② Visit My-snu portal site(<http://my.snu.ac.kr>)

- Log-in Portal → Academic information → Dormitory → Gwanaksa → Application

• **Building 906**

- Bldg. 906 will provide accommodations for visitors of SNU during summer/winter vacation. Students will not be allowed to reside in bldg. 906 during this period. Residents of this building will be asked to transfer their rooms temporarily.

* On the application form,

- If clicking the box on “Agreement on Bldg.919A~D,921~926 automatic application”, you will be automatically applied for the rest of the residential buildings (919 ~ 926) in the next application session.
- If you do not check this box, Gwanaksa regards that you only want to apply in the Building 906.(Waiting list number for other buildings will not be given)

• **Building 919 ~926**

- No option for Building selection.

• **All applicants should apply according to the school record of 2014 spring semester**

3. Applicant Qualification

1) **Qualification** : International undergraduate students who will be enrolled in SNU Gwanak campus in 2014 spring semester (including returning student)

2) **Application and enrollment will be restricted in the following case:**

- ① Insufficiency of accumulative GPA

- At least 2.0 of GPA
- Grades of 2013 fall semester and winter session will not be included
- ② Contagious disease carriers
- ③ Students who are **restricted of residence due to penalty from Gwanaksa**
(Resident Limitation and penalty of more than 6 points)
- ④ Students who will not study in Gwanak campus in 2014 spring semester
(Including students on leave of absence, junior and senior students of nursing schools, and medical college students)
- ⑤ Students who are judged to be inapt for living in by the Dean of Gwanaksa
- ※ Students who have extreme difficulties in commuting to the campus due to physical handicap are prioritized as dormitory residents regardless of the above requirements.

4. The operation of visitors building during vacation(906bldg)

1) Necessity

- Gwanaksa is required provide accommodations for all visitors of colleges and institutions of SNU
- A separate building for the visitors are assigned to minimize residents' complaints regarding frequent change of the roommate, the high level of noise and visitors' intensity to violate dormitory regulation.

2) Operating system

- **Bldg.906 will operate as an exclusive building for the visitors during vacation.** This building will NOT ACCEPT students during the period.
- **All Residents of Bldg.906 who wish to stay in the dorms during vacation will be assigned to other rooms in undergraduate dormitory (Bldg. 919~926) for temporary stay.**

5. Free Medical Check-up

1) **Period** : 2013. 12. 4(Wed) ~ 6(Fri), 10:00~17:00
(except Sat, Sun & lunch time 12:00~13:30)

2) **Place** : **SNU Medical Center**

- ※ Taking the medical check-up during the above period, you do not necessary to bring the medical certificate when you register Gwanaksa. However, some result cannot be delivered to Gwanaksa. In this case, we will require your date of medical check-up. Thus, please leave a memo on your medical check-up date.
- ※ If you miss the above medical check-up period, you have to submit your medical certificate when you enroll in Gwanaksa.

6. Announcement of the result

: 2013. 12. 23(Mon) 11:00 Gwanaksa Homepage

- ① Visit Gwanaksa Homepage:
 - Korean: <http://dorm.snu.ac.kr> - English: <http://dorm.snu.ac.kr/eng>
 - Click the banner “온라인 입사 신청” or “On-Line Application for GAS”
- ② Visit My-snu portal site(<http://my.snu.ac.kr>)
 - Log-in Portal → Academic information → Dormitory → Gwanaksa
 - Check the Application

7. Optional choice for Accepted students

1) Apply for “Cancel the Movement”, “Roommate Selection” and “Life pattern”

2) **Period** : 2013. 12. 23(Mon) 11:00 ~ 12. 27(Fri) 18:00

- These three options are only available for accepted students of Gwanaksa on 23, Dec.
- Unaccepted students who get waiting number or undergraduate freshmen are not available for these optional choices.

3) **How to apply**

: log in Gwanaksa homepage and click the one of the below option.

- ① **Cancel the Movement Selection:**

- if you don't want to live at the same room which you currently lived in 2013, click "Cancel the movement selection". Otherwise you will live in the same room.

② Roommate Selection:

- Both applicants should be successfully accepted and both should apply the roommate choice option
- If one of roommates doesn't apply it or fail to fill in the roommate information, your roommate will be randomly assigned.

③ Life Pattern Selection:

- Click your life pattern
- Please remember and understand that life pattern cannot be matched 100%. Therefore, your roommate may have different life pattern

▶ If you want to apply ② & ③, you should click "Cancel the movement selection"

8. Registration (Documents submission & Payment)

▶ Only applies to accepted student부

: 2014. 1. 6(Mon) ~ 15(Wed), 10:00 ~ 17:00

※ Detailed information will be delivered with the result of announcement

※ Students who fail to submit the required document and pay the fee within registration period will be considered to give up the registration and your reserved room will be handed over to the next candidates automatically. Therefore, you MUST submit all required documents and pay the fee.

9. Additional Information

1) Extra Announcements of additionally accepted candidate

- 1st : 2014 January 17, Friday, 11:00
- 2nd : 2014 January 27, Monday, 11:00

- 3rd : 2014 February 24, Monday, 11:00

※ From 4th Round: Every Monday 11:00

- 2) Check Gwanaksa website frequently. Gwanaksa do not contact the candidates about the result personally. Students have to check the result by themselves through our website.
- 3) If there is any false statement in the application documents (including identity, GPA, address, etc.), your rights to stay in Gwanaksa will be withdrawn and you will be asked to move out.
- 4) If the student's school status is changed by leave of absence, course completion or graduation, the person should check out voluntarily. If he/she is exposed, he/she will be expelled.
- 5) Refer to homepage for Gwanaksa regulation.
- 6) Freshmen and transfer students should apply during application period for new students (around February). Specific date will be announced later.
- 7) Check-out and Check-in, and Cancellation of Check-in procedure will be changed. The details will be noticed later.

- For further information, please contact to Gwanaksa Administration Office (02-881-9200) or visit Gwanaksa homepage.

12 November 2013

SNU Gwanaksa