
2017 Gwanak Residence Halls
Undergraduate Dormitory
Residency Application and Selection

Table of Contents

0. Changes in 2017	p. 1
1. Schedule	p. 2
2. How to Apply	p. 3-4
3. Qualifications for Application	p. 4
4. Note	p. 5
<hr/>		
[Appendix 1] Selection of Room Options	p. 6
<hr/>		
[Appendix 2] Required Documents	p. 7



Changes in 2017

□ Changes in Selection Process for Undergraduate Dormitory

A. Background of the change

- **Granting equal opportunities:** To improve the fairness in the application opportunity for freshmen and existing undergraduates, we would like to expand the opportunity to apply for Bldg. 906 (new building) to undergraduate freshmen as well.
- **Resolve problems with transferring during breaks:** As an institution within SNU, Gwanak Residence Halls must cooperate with the requests from the university and state institutions to accommodate trainees, and it is thus inevitable to operate a trainee-only dormitory building during breaks. Meanwhile, the Graduate Dormitory (BTL dormitory) was built with government support for the aim of a research-oriented university, and is therefore open only to graduate students. A part of the Graduate Dormitory (Bldg. 906) has been open to undergraduate students, under the condition of operating the trainee-only dormitory building. With such background, residents of Bldg. 906 are put under the inconvenience of transferring to 'empty rooms during breaks' in other buildings for each break (4 times a year). Also, both major and minor problems have been consistently raised, such as failure to adapt to other buildings and complaints from residents in other buildings. To resolve these issues with transferring, as well as to provide a stable living environment, we would like to select residents and assign rooms by sorting residents who will remain during breaks from those who will not.

B. Changes

- Rooms in Bldg. 906 (new building) will be distributed and assigned to both freshmen and existing undergraduate students
- Residents will be selected and assigned after sorting residents who will remain during breaks from those who will not. Those who plan to remain during breaks will be assigned to 'buildings available during breaks (919~926)', and those who will not remain will be assigned to 'building unavailable during breaks (906)'

※ Current/new comparison

Current	New
Application open only to existing undergraduate students	Application open to both freshmen and existing undergraduate students
Random assignment regardless of whether the resident remains during breaks	Selection & assignment after sorting residents who will remain during breaks from those who will not - Residents who will remain during breaks → assigned to 'buildings available during breaks (Bldg. 919~926)' - Residents who will not remain during breaks → assigned to 'building unavailable during breaks (Bldg. 906)'

C. Note

- Applicants that wish to remain in the dormitory during breaks must choose 'buildings available during breaks (919~926)' at the point of residency application
- Applicants not planning to remain at the dormitory during breaks must choose 'building unavailable during breaks (906)' at the point of residency application
- If the applicant for both building options is selected for 'building unavailable during breaks (906)', the applicant cannot remain in the dormitory during breaks
- Vacation for Undergraduate Dormitory (This schedule is subject to change)
 - Summer vacation: 2017.6.18(Sun)~ 8.26(Sat) expected.
 - Winter break: 2017.12.17(Sun) ~ 2018. 2.24(Sat) expected.



2017 Gwanak Residence Halls Undergraduate Dormitory Residency Application and Selection

Applicants must read the notice thoroughly before applying, and will be held responsible for everything resulting from not having done so.

1. Schedule

1) Overview



2) Schedule

구 분	기 간
Application	2016. 11. 28 (Mon.) 10:00 - 12. 2 (Fri.) 18:00
Announcement	2016. 12. 19 (Mon.) 11:00
Selection of Room Options	2016. 12. 19 (Mon.) 11:00 ~ 12. 23 (Fri.) 18:00
Registration (document/maintenance fee)	2017. 1. 2 (Mon.) ~ 1. 11 (Wed.), 10:00~17:00

Maintenance Fee

- Bldg. 921-926 : 456,000 won (separate deposit 100,000 won)
- Bldg. 919 : 528,000 won (separate deposit 100,000 won)
- Bldg. 906 : 762,000 won (separate deposit 100,000 won)
- ※ The fee above is the maintenance fee for the 1st semester (from March to Mid-June). Details on how to pay the maintenance fee will be announced together with the list of selected applicants.



2. How to Apply

1) How to Apply

A. Gwanak Residence Halls Webpage

- Access webpage → Online Application → Log on → Dormitory → Gwanaksa → Apply to Move-In

B. SNU Portal MySNU

- Log on to MySNU → Academic Affairs → Dormitory → Gwanaksa → Apply to Move-In

※ Applicants **advancing to a new program** in 2017 (undergrad→Master's) must apply during the Graduate Dormitory application period.

Must apply using **MySNU account for the new student status (graduate student)** in the 1st semester of 2017.

2) Checking Application Results

A. How to Check: Gwanak Residence Halls Webpage or MySNU Portal

- Log on to MySNU → Academic Affairs → Dormitory → Gwanaksa → Application Status
- If you can see '1st Semester of 2017,' you have successfully applied for residency. Details can be found in the 'Apply to Move-In' menu.

B. Note

- Your application can be modified during the application period (11.28-12. 2). But, you must click 'save' to reflect your changes.

3) Other Notices

A. Choosing Building Type

- Choose one between ① Buildings available during breaks (919~926, regular buildings), ② Building unavailable during breaks (906, new building), ③ Both

① Buildings available during breaks (919~926) : Residents who plan to remain in the dormitory during summer/winter breaks may apply. However, residents cannot choose the building (Bldg. 919, 921~926). They are selected and assigned randomly.

※ Residents of 'Buildings available during breaks' may also temporarily move-out during breaks. Remaining during breaks is optional

② Building unavailable during breaks (906) : Only residents who will not remain in the dormitory during summer/winter breaks may apply. Can only apply upon agreement of 'restriction on residency during breaks'. We will ask each college to place higher priority on residents who have solely applied for 'building unavailable during breaks (906)' when they select residents.

③ Both : Will be applied for ① and ②. However, residents cannot choose the building (Bldg. 906, 919, 921~926), as they are selected and assigned randomly. Residents that apply for 'both' and are selected for 'building unavailable during



breaks (906)' may not remain in the dormitory during breaks. Can only apply upon agreement of this fact.

- ※ For existing undergraduates, we provide each college with information regarding the applicants and ask them to select the residents

B. Waitlist Number

- Applicants that chose ① or ②: will be given a waitlist number for only the room type that the applicant chose
- Applicants that chose ③: will be given waitlist numbers for both ① and ②. However, residents must move-in to either ① and ② according to which waitlist number is announced first, and cannot choose between the two.

3. Qualifications for Application

1) **Qualifications** : Undergraduate students and students returning from leave of absence who plan to study on Gwanak campus during the 1st semester of 2017

- ※ Undergraduate freshmen, domestic transfer students and readmitted students for the 1st semester of 2017 must apply during the **residency application period for freshmen**
- ※ All students with student numbers (including those admitted in the 2nd semester of 2016) must apply during the application period for existing students

2) **Restriction for Application** (※ Check 'Appendix 2. Required Documents')

A. Insufficient GPA : Those with an accumulate GPA of lower than 2.7

- Grades from the 2nd semester of 2016 will not be included
- This restriction does not apply to freshmen or those who cannot calculate their accumulate GPA.

B. Carriers of contagious diseases (Those not vaccinated for tuberculosis, **measles**, etc.)

C. Those who have acquired over 6 penalty points (restriction of residency application) within the last 2 years (from the date of application) in Gwanak Residence Halls

D. Those not studying on Gwanak Campus : students on leave of absence, juniors and seniors in the College of Nursing, students in the regular course of College of Medicine

E. Residents of Seoul and neighboring areas : Those with at least one parent living in Seoul or neighboring areas

- ※ After move-in, a resident whose father or mother moves to Seoul or neighboring areas must move-out voluntarily. If the dormitory finds out otherwise, the resident will be subject to expulsion.

(Neighboring areas: Bucheon, Gwangmyeong, Anyang, Siheung, Gwacheon, Seongnam, Gunpo, Uiwang)

F. Others who are judged to be unqualified by the Dean

3) **Conditions for Higher Priority** (If conditions 1), 2) are satisfied)



- A. Disabled students
- B. Children of national meritorious people, children and grandchildren of independence activists : under the two conditions below
 - Must have a certificate of national merit issued by MPVA (Must contain the name of the applicant)
 - Must have a document proving exemption of college tuition
- C. Recipient of national basic livelihood guarantees or their children

4. Note

1) Cancellation of Residency

- A. Provision of false information regarding residency qualifications (student status, GPA, address, qualification for higher priority, etc.) will result in automatic cancellation of residency. If this is discovered after move-in, the resident will be expelled and forbidden from dormitory residency
- B. After move-in, if student status changes (leave of absence/graduation) or one of their parents moves to Seoul or neighboring areas, the resident must move-out voluntarily. If the dormitory finds out, the resident will be expelled immediately.

2) Period of Residency

- 2017. 3. 1 (Wed.) - 2018. 2. 24 (Sat.) ※ Only if maintenance fees for each quarter are paid
- However, the move-in/out schedule may be subject to change due to circumstances such as dormitory maintenance

3) Other Notices

- Undergraduate freshmen and transfer students should apply during the residency application period for freshmen (in early February 2017).

Questions : Gwanak Residence Halls Administration Office (02-880-5404)

2016. 11. 16
SNU Gwanak Residence Halls



[Appendix 1] Selection of Room Options

Selection of Room Options

1. **For** : Future residents of 2017 (selected applicants)
2. **Period** : 2016. 12. 19 (Mon.) 11:00 - 12. 23 (Fri.) 18:00
3. **Options (choose one)** : Room fixing cancellation, roommate, life pattern
4. **How to Apply**
 - 1) **Room Fixing Cancellation**
 - A. For residents who are residing in the dormitory during the room option selection period (2016. 12. 19~ 12. 23) that wish to move to another room for 2017
 - B. Note
 - If the resident wishes to stay in the same room for 2017, the resident can log out without modifying room options
 - Applying for other room options (roommate, life pattern) will result in simultaneous application for 'room fixing cancellation.'
 - 2) **Roommate**
 - A. Two residents designating each other to be roommates
 - B. Note
 - Both of the two residents wishing to be roommates must correctly enter the other resident's personal information (student ID number). If one of the two does not apply for this option or leaves out required information, this option will be nullified.
 - Designation of roommates is only possible when both students are accepted to the same type of dormitory building (i.e. designation of roommates is possible among residents of 'buildings available during breaks (Bldgs. 919-926)', and among residents of 'building unavailable during breaks (Bldg. 906)')
 - Only initially selected residents (announced on 12.19) may apply for this option. Applicants on waitlist may not designate roommates.
 - 3) **Life Pattern (Sleeping Hours)**
 - A. Applying for a roommate with similar sleeping hours (those who sleep before 12 a.m.)
 - B. Note
 - It is impossible to match life patterns for everybody, and those who have applied for this option may be assigned a roommate with a different life pattern



[Appendix 2] Required Documents

Required Documents

1. Required Documents for International Students

※ Must submit **original documents within three months** from 2017. 1. 2(Mon)

Existing Undergraduate Students	Graduate School	
	Students in Coursework	Research Students
① Copy of passport (1 copy) ② 1 copy of health certificate - Required items : ① Chest X-ray check, ② antibody test for measles(or immunization records against measles; only considered complete when vaccinated twice)		
-	-	③ Full-time research student certificate (1 copy)

※ Health certificates in only Korean or English are valid

2. Health Certificates

A. **Required Items** : Check X-ray check, antibody test for measles

B. Validity of Chest X-ray : **Within 6 months from move-in date (2017. 2. 26)**

C. Validity of Health Certificates

- **Health certificates in only Korean or English are valid**
- Health certificates from only public health centers, general hospitals, and internal medicine departments are valid
- Doctor's note, confirmation note, letter of notification, and copies of charts are invalid
- Health certificates without an official seal from the hospital is invalid

D. Other Notices

- Only those who have been judged 'normal' may move-in
- **Residents of Gwanak Residence Halls in from 2nd semester of 2014 to 2016 do not need to submit test results regarding antibodies for measles. The dormitory holds related records**
- We recommend having a '**Student Health Certificate for Dormitory Move-in**' (health certificate from SNU Health Center) even for those who have tested and vaccinated for measles through SNU Health Center (in case the result of antibody test/vaccination is not automatically notified to the dormitory)