

---

# GWANAK RESIDENCE HALLS

## Application for waiting List & Selection for Fall 2021

---

### Table of Contents

0. Global Residence Halls for Fall 2021	.....	p.1~2
1. Overall Schedule	.....	p.3
2. Qualifications for Application	.....	p.4~5
3. How to apply	.....	p.5~8
4. Announcement of Waitlist Numbers	.....	p.8
5. Announcement of Additional Acceptances & Registration	.....	p.8
6. Note	.....	p.9
<hr/>		
[Appendix 1] Guidelines for Required Documents	.....	p.10
[Appendix 2] Health Certificate and Measles Report	.....	p.11
[Appendix 3] Maintenance Fee and Payment System	.....	p.12~14
[Appendix 4] How to Print the Bill	.....	p.15

---



---

## Global Residence Halls in Fall 2021

---

### ☐ Operation of Global Residence Halls

The Global Residence Halls, which opened in the second semester of the 2019, maintains high ratio of foreign residents to strengthen support for foreign students. In order to ensure stable housing for Korean and foreign students entering the second semester, the period of residence has been subdivided into the two semesters(move-in on March ~ move-out on February next year, move-in on September ~ move-out on August next year). 2021, You could choose "Reside just one semester" only when applying for the Spring semester. However, for 2021 fall semester, You can only choose "Reside two semester(move-in on September ~ move-out on August next year)" when applying for Global Residence Halls.

### ☐ Overview of Global Residence Halls

The Global Residence Halls has a floor space of 18,657,02 square meters (5,653 pyeong) and consists of three buildings (bldg. 915~917) which have 2 underground floors and 9 floors. Those buildings are separated into double room and four single room. The total capacity is 960 students and the graduate's building(bldg. 917) accomodate about 280 students.

In addition to living space for supporting autonomous learning and community activities of Korean and foreign students, the Global Residence Halls is equipped with seminar rooms, lounge rooms, community rooms, club rooms, fitness centers, etc. and is available to cook and laundry. For convenience facilities, we provide convenience store, coffee shop, and fast food restaurant.



☐ **Global Residence Halls' Residence Type for each semester**

Residence Type and Residence Period	
Applying for 1st semester (Spring)	Applying for 2nd semesters (Fall)
<ul style="list-style-type: none"><li>- If you select 'Residing 1 semester', the official residence period is: move-in on March ~ move-out on August.</li><li>- If you select only room type, the official residence period is: move-in on March ~ move-out on February.</li></ul>	<p><b>JUST select room type :</b> <b>move in on September, move out on August next year.</b></p>

- Global Residence Halls' room type (double room, four single room)
- The option 'Residing 1 semester' is only available in the first semester, and not available this time.
- You can move out whenever you want.



# Fall 2021 Gwanak Residence Halls Waiting list Application & Selection

All applicants must read the notice thoroughly before applying.

Please note that you are responsible for any inconvenience caused by failing to understand the notice.

## 1. Overall Schedule

### 1) Procedures



### 2) Schedule

Schedule	Date
Application	2021. 07. 19.(Mon) 10:00 ~ 07. 23.(Fri) 18:00
Announcement of Waiting list number	2021. 07. 27.(Tue) 11:00
Announcement of the accepted waiting list number(1st round)	2021. 07. 29.(Thu) 11:00
Registration(1st round) (Document submission & Payment)	2021. 08. 02.(Mon) 10:00 ~ 08. 06.(Fri) 17:00 ※ Except Lunch break (12:00~13:00)
Move-in date	2021. 08. 29.(Sun) 09:00 ~ 18:00



## 2. Qualifications for Application

### A. Undergraduate Students

1) **Qualifications** : Undergraduate students among the international students who will study on SNU Gwanak campus for the 2021 fall semester

2) **Restriction for Application** : (\* Check 'Appendix 1. Guidelines for Required Documents')

① Insufficient GPA : Undergraduate student with an accumulated GPA of lower than 2.3  
(This criteria applies to international students only)

- Accumulated GPA will include up to 2021 spring semester
- This restriction does not apply to freshmen or those who cannot calculate their accumulated GPA

② Carriers of contagious diseases (Those not vaccinated for tuberculosis, **measles**, etc.)

③ The person disciplined with a punishment of terminable suspension or more

④ Those who have acquired over 6 penalty points (restriction of residency application) within last 2 years (from the date of application) in Gwanak Residence Halls

⑤ Those not studying on Gwanak Campus : students on leave of absence, juniors and seniors in the College of Nursing, students in the regular courses of College of Medicine

⑥ Others who are judged to be unqualified by the Dean

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

① Disabled students under [Welfare Law for the Handicapped]

② Members of Multi-cultural family under [Multi-cultural Family Law]

(Must hold Korean nationality)

\* For Korean nationalities, there are more types of priority groups so please refer to the announcement in Korean page.

### B. Graduate Students

1) **Qualifications** : Graduate students among the international students who will study on SNU Gwanak Campus for the 2021 fall semester

① First-year/Exiting/Returning Graduate students : Students residing in Seoul metropolitan areas may also apply. Yet, students from the provinces will received first priority.

- Students under integrated programs that have finished more than three semesters in the second semester of 2021 and acquired more than 24 credits(who have qualified as Ph. D students(Please check your identity through your department)), must check the box for "**Ph. D student**" to be regarded as Ph. D students (Existing Ph. D students will be checked automatically)

② Full-time Graduate Research Students :

- **Students who have completed a regular graduate course and registered as a research student**
- Only full-time research students can stay at the Gwanak Residence Halls who research over 5 days a week on campus



- If your student status **turns to a research student from the fall semester**, you must mark in the check-box. (If you were a research student in the spring semester, it will be automatically)
- Freshmen or existing students should take care not to check the box for research students to prevent any disadvantage.
- Those accepted must submit "Full-time Research Student Confirmation(see the attached file)" with other documents.
- Those who have not registered as research students(payment of research student tuition fee) will be expelled.

## 2) Restriction for Application :

- ① Insufficient GPA : Graduate student with an accumulated GPA of lower than 2.7  
(This criteria applies to international students only)
  - Accumulated GPA will include up to 2021 spring semester
  - This restriction does not apply to freshmen or those who cannot calculate their accumulated GPA
- ② Carriers of contagious diseases (Thos not vaccibnated for tuberculosis, **measles**, etc.)
- ③ The person disciplined with a punishment of terminable suspension or more
- ④ Those who have acquired over 6 penalty points (restriction of residency application) within last 2 years (from the date of application) in Gwanak Residence Halls
- ⑤ Those not studying on Gwanak Campus : students on leave of absence, juniors and seniors in the College of Nursing, students in the regular courses of College of Medicine
- ⑥ Others who are judged to be unqualified by the Dean

## 3) Conditions for Higher Priority (If conditions 1) & 2) are satisfied)

- ① Disabled students under [Welfare Law for the Handicapped]
  - ※ For Korean nationalities, there are more types of priority groups so please refer to the announcement in Korean page.

## 3. How to Apply

### A. How-to Application

#### 1) Gwanak Residence Halls website

- Visit webpage → Click "Online Application" → Portal MySNU log in  
→ Student Residence Halls → Gwanak Residence Halls → Residency Application
- ※ If you don't have a portal ID yet, first apply for an ID then log in.

#### 2) MySNU portal

- Portal MySNU log in → Academic Information → Student Residence Halls → Gwanak Residence Halls → Residency Application
- ※ You must apply according to your **student status for 2021 fall semester**. Residents advancing from undergraduate to Master's program or Master's program to Ph. D program need to apply from the account (shown under student number/name on the



top-left corner of the portal) for the student status of the new program. **If your student status does not match, you are subject to be evicted.**

- ※ If you don't have a portal ID yet, first apply for an ID then log in
- ※ If you are a current resident, you are not eligible to apply for the dormitory for fall semester. If you want to do, you should move out before the application period (July, 19).
- ※ **Only for students who are living in Global Bldg 915~917 : If a resident decided to leave the residence after residing in the first semester of 2021, you can apply for the second semester without applying for eviction.**

## B. Notes for Room Selection

Along with an opening of Global Residence Halls in this fall semester, the existing residences(Gwanak Residence Halls) will be integrated with Global Residence Halls. A ratio of local and international students for a prospective residency at Global Residence Halls is 40(local):60(international). Therefore a waitlist number will be given to local and international students separately by the given ratio. Also, those who are selected as additional residents will be assigned to the units in the same ratio as well.

**Please mind that you can choose either one building or the whole buildings and you will get the whole waitlist numbers for choosing the whole buildings.**

### 1) Undergraduate Residence Halls

#### ① Room Selection Options

- ※ **Building 906 is unavailable to stay during winter vacation**

Buildings available during vacations(915~916 global buildings, 919~926 regular buildings)

<b>Room Selection</b>	<p>Ⓐ Double Room (New Bldg.906)</p> <p>Ⓑ Double Room (Regular Bldgs. 919~926)</p> <p>Ⓒ Double Room (Global Bldg. 915~916)</p> <p>Ⓓ A building with four single rooms (Global Bldg. 915~916)</p> <p>Ⓔ Multiple</p>
-----------------------	---

**- Choose one among Ⓐ Double Room(New Bldg.906), Ⓑ Double Room(Regular Bldgs. 919~926), Ⓒ Double Room(Global Bldg. 915~916), Ⓓ A building with four single rooms(Global Bldg. 915~916), and Ⓔ Multiple**

Ⓐ Double Room(New Bldg.906) : Only residents who will not remain in the dormitory during winter vacation may apply with an agreement of "Restriction on residency during vacations".

Ⓑ Double Room(Regular Bldgs. 919~926) : Residents who plan to remain in the dormitory during winter vacation may apply. However, residents cannot choose the specific building to stay(between Bldgs. 919 and Bldgs. 921~926).

- ※ Residents may also permanently move-out during winter vacation. Remaining during the vacation is optional.



- Ⓒ Double Room(Global Bldg. 915~916) : Residents who plan to remain in the dormitory during winter vacation may apply.
- ※ Residents may also permanently move-out during winter vacation. Remaining during the vacation is optional.
- Ⓓ A building with four single rooms(Global Bldg. 915~916) : Residents who plan to remain in the dormitory during winter vacation may apply.
- ※ Residents may also permanently move-out during winter vacation. Staying during the vacation is optional.
- Ⓔ Multiple : "Multiple" covers all types above. However, the type of the room cannot be chosen and will be designated randomly. Please be noticed that if the residents who have chosen "Ⓔ Multiple" are selected for Bldg.906, they cannot stay in the dormitory during winter vacation. You can apply for "Ⓔ Multiple" only after you agree with the content before click "application".
- ※ Applicants who apply for Ⓐ,Ⓑ,Ⓒ, or Ⓓ will be given a waitlist number for each corresponding type of room.
- Applicants who apply for Ⓔ will be given separate waitlist numbers for Ⓐ,Ⓑ,Ⓒ, or Ⓓ. However, residents must move-in to the type of room according to their waitlist number which is announced first. Applicants cannot choose one among them.

## 2) Graduate Residence Halls

### ① Room Selection Options

<b>Room Selection</b>	Ⓐ Single Room(Regular Bldg.918) Ⓑ Single Room(New Bldgs. 900~906) Ⓒ Double Room(New Bldgs. 900~905) Ⓓ Double Room(Global Bldgs. 917) Ⓔ A building with four single rooms(Global Bldg. 917) Ⓕ Multiple
-----------------------	--

- Choose one among Ⓐ Single Room(Regular Bldg.918), Ⓑ Single Room(New Bldgs. 900~906), Ⓒ Double Room(New Bldgs. 900~905), Ⓓ Double Room(Global Bldgs. 917), Ⓔ A building with four single rooms(Global Bldg. 917), and Ⓕ Multiple
- Ⓕ Multiple : "Multiple" covers all types above. However, the type of the room cannot be chosen and will be designated randomly.
- ※ Applicants who apply for Ⓐ,Ⓑ,Ⓒ,Ⓓ or Ⓕ will be given a waitlist number for each corresponding type of room.
- Applicants who apply for Ⓕ will be given separate waitlist numbers for Ⓐ,Ⓑ,Ⓒ,Ⓓ or Ⓕ. However, residents must move-in to the type of room according to their waitlist number which is announced first. Applicants cannot choose one among them.

## 3) Checking Application Results

- ① How to check : Gwanak Residence Halls website or portal MySNU
- Log into portal → Academic Affairs → Student Residence Halls  
→ Gwanak Residence Halls → Application State
  - If you can see "2021 2<sup>nd</sup> semester", application is well under process. Details of



application can be checked under “Residency Application” menu.

② Note

- During residency application period(7.19 ~7.23), you can fix the details of application. Yet, you must click “Save” button at the end to reflect changes.

## 4. Announcement of Waitlist Numbers

### A. Announcement : 2021.07.27.(Tue) 11:00

### B. How to check : Gwanak Residence Halls website or portal mySNU

- Log into portal mySNU > Academic Affairs > Student Residence Halls  
> Gwanak Residence Halls > Application State “Acceptance State”

### C. Others

- Check respective **waitlist number** in “Acceptance State”
- Waitlist numbers are randomly assigned, not on a first-come-first serve basis
- For vacancies after 2<sup>nd</sup> semester registration of current residents, newly accepted residents will move in according to the order of wait list numbers

## 5. Announcement of Additional Acceptances & Registration

### A. Schedule

#### 1) 1<sup>st</sup> Round

- Announcement : 2021.07.27.(Tue) 11:00
- Registration : 2021.08.02.(Mon) ~ 2021.08.06.(Fri), 10:00 ~ 17:00  
(Lunch break 12:00 ~ 13:00)

#### 2) Rounds following the 1<sup>st</sup>

- Announcements : Every Monday 11:00
- Registration : Tue ~ Fri that week, 10:00 ~ 17:00 (Lunch break 12:00 ~ 13:00)
- ※ If Monday is a public holiday, additional acceptances will be announced on Tuesday, and registration will take place from Wednesday to Friday. There will be no announcement on Chuseok holiday week in September.

### B. Registration

- Refer to ‘Appendixes 1-4’ for required documents and maintenance fee payment
- Detailed announcement will be made along with the list of accepted residents
- ※ **Prepare Health Certificate, Measles Vaccination Certificate (or Antibody Test Results) beforehand**



## 6. Note

### A. Cancellation of Residency

- 1) If document submission and fee payment are not completed within the given period, the student will be regarded to have given up the residency, and his or her residency will be automatically **cancelled**.
- 2) Once a false resident registration or false records (student state, GPA, address, etc.) (ex: research student/course completed student applying as regular student) are revealed during document submission, residency will be automatically **cancelled**.
- 3) If below situations occur while living in dormitory after move in, the resident must voluntarily move out, and will be immediately expelled if found.
  - ① If father or mother move the address to Seoul or metropolitan areas
  - ② Student status changes (leave of absence/course completion/graduation)
- 4) Illegal room transfer or substituted move-in will lead to immediate expelling of residents. Penalty information will be reported to student's department and Office of Student Affairs, and may be documented on the transcript.

### B. Move-in

- 1) Expected move-in day: **2021. 8. 29(Sun) 09:00~18:00**  
**After official move-in day, students can move into dormitory during Building RA's working hours(7pm-10pm, weekdays) regardless of specific date.**
- 2) Residency Period : Until the official date of move-out(February 2022).  
New residents of Global House selected in the second semester can stay until the end date of operation of the summer 2022, which is scheduled for August 28, 2022(This is expected date, and it could be changed depend on situation).  
Yet, your room or building assigned might be changed circumstantially and you are able to move out during the vacation.
- 3) Undergraduate student who does not want to live during the winter vacation and who live in building 906 must apply for a temporary move-out in winter.
- 4) There will be many vehicles on the move-in day, and some parts of the dormitory can be closed off to them.

### C. Other

- 1) Refer to '2nd Semester Additional Acceptance Announcement' to check your residency status and required documents.
  - 2) Awareness of dormitory rules: Before moving in, residents must be fully aware of the living rules and other information for living in the dormitory must (can be found on Gwanak Residence Halls webpage)
- If you have further inquiries, please contact the Gwanak Residence Halls Administration Office (Call 02-880-5401).

**2021. 7. 05.**

**SNU Gwanak Residence Halls**



[Appendix 1] Guidelines for Required Documents

---

## Guidelines for Required Documents

---

### 1. Required Documents for International Students

※ Must submit **original documents within three months** from 2021. 8. 29.

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

※ Health certificates should be in Korean or English.



[Appendix 2] Health Certificate and Measles Report

---

## Notice About the Health Certificate and Measles Report

---

### 1. 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 (2021. 8. 29)

C. Validity of Health Certificates

- Health certificates should be in only Korean or English.
- Health certificates from official medical institutions 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

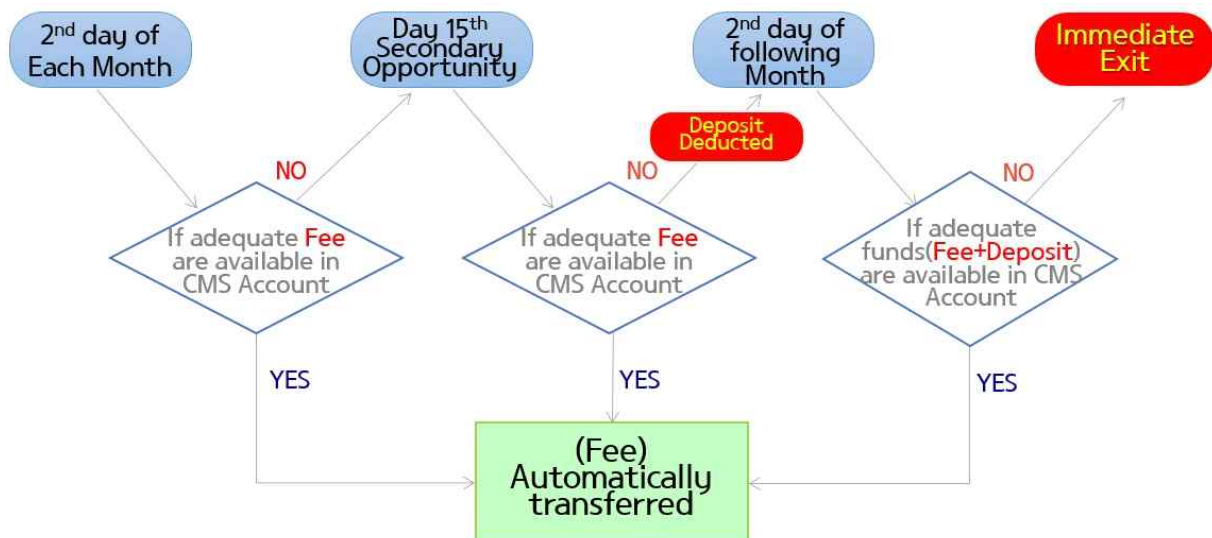
- Only those who have been judged 'normal' may move-in
- Residents of Gwanak Residence Halls from 2016 to 2020 do not need to submit test results regarding antibodies for measles. The dormitory holds related records
- We recommend having a 'Student Health Certificate for Dormitory Move-in' (health certificate 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)



## Dormitory Maintenance Fee Payment System

### 1. CMS Payment System

- All residents now have to use CMS(Cash Management Service) for their payment and refund of the dormitory fees, which is the monthly automatic payment system. You can apply for CMS in the all bank and stock firm in Korea. Please check the details of the payment system below.



- **Upon initial move-in**, maintenance fee for the first month (September) along with deposit (one month worth of maintenance fee) is paid through virtual account. Maintenance fee will be **automatically withdrawn through CMS** (Cash Management Service) **from the following month (October)**
- Paid every month (automatically withdrawn on the 2nd of each month)
- Must visit main bank to apply for CMS. Can be done with personal bank accounts. Maintenance fee can be paid without separate commission
- Once you register for CMS, residents do not need to register again every year. However, if the student's status or the student ID changes, residents must register CMS again.



## 2. Maintenance Fee

### A. Maintenance fee (every month)

- Undergraduate

Category	Global Building		New Building	Regular Building	
	Bldg. 915~916		Bldg. 906	Bldg. 921~926	Bldg. 919
	Double room	A building with four single rooms	Double room	Double room	Double room
Maintenance fee	248,100	218,000	215,100	124,800	167,700
Deposit	248,100	218,000	215,100	124,800	167,700
<b>Total fee</b>	<b>496,200</b>	<b>436,000</b>	<b>430,200</b>	<b>249,600</b>	<b>335,400</b>

- Graduate

Category	Global Building		New Building		Regular Building
	Bldg. 917		Bldg. 900~906	Bldg. 900~905	Bldg. 918
	Double room	A building with four single rooms	Single room	Double room	Single room
Maintenance fee	248,100	218,000	303,000	215,100	223,900
Deposit	248,100	218,000	303,000	215,100	223,900
<b>Total fee</b>	<b>496,200</b>	<b>436,000</b>	<b>606,000</b>	<b>430,200</b>	<b>447,800</b>

B. The above amount is for one month(Sept). You should pay the maintenance fees every month through CMS after the move-in.

C. **Deposit:** The deposit paid before move-in will be fully refunded next month after move-out if no maintenance fee is overdue and there is no problem with the facility

D. **Tentative transfer date** : 2nd of every month (second transfer attempt on the 15th for residents who did not pay on the 2nd)

#### E. If maintenance fee is unpaid

- ① On the 2nd of that month : SMS regarding unpaid fees sent
- ② On the 15th of that month : SMS regarding unpaid fees sent [deposit deducted]
- ③ **On the 2nd of next month : opportunity to pay both deducted deposit + maintenance fee given. If unpaid, the resident will expelled.**

※ If there is change to contact information, the resident must modify personal information on MySNU Portal and notify the Building RA. The resident will be held responsible for anything resulting from not having done so.



### 3. CMS Application Procedure

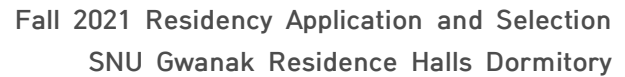
#### A. Application procedure

- ① Visiting the bank in person: Visit bank → fill out 'CMS application'
- ② Through Internet banking: Internet banking → utility bill/court → giro payment → apply for automatic giro payment  
※ Some banks may not accept Internet applications. Ask your main bank.
- ③ Common information

Category	Information
Institution	SNU Gwanaksa (Gwanak Residence Halls)
Fee Type	Dormitory Fee
Institution Code	9980310536
Payer ID	Student ID
Enter other personal information as required	

#### B. Application Period

- ① CMS application period: 2021. 7. 30(Fri) - 8.27(Fri)
- ② CMS duration: September - February 2022(For those who moved into the second semester of the Global Building by August 2022)



## How to Print the Bill

- ① Log on to Portal > Academic Affairs > Dormitory > Gwanak Residence Halls > Print Bill
- ② Click 'Search' button in top-right corner
- ③ Print the bill

The screenshot shows the 'Print Gwanak Residence Halls Bill' page. The sidebar on the left contains a navigation menu with 'Student Residence Halls' selected. The main content area has a 'Print Gwanak Residence Halls Bill' button. A red box highlights the 'Print Bill' link in the sidebar. A red arrow points to the 'Print Bill' button in the main content area. A red box highlights the 'Print Bill' button in the preview area.