

# **Fall 2019**

# **Freshmen GuideBook**

**[ Global Basic Education Division ]**



**글로벌인재대학**  
GLOBAL LEADERS COLLEGE

# Fall 2019 Freshman Guidebook

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**글로벌인재대학**  
GLOBAL LEADERS COLLEGE

## 【 Introduction to Global Basic Education Division 】

This Guide Book intends to offer essential information on Global Basic Education Division for new coming international students of Yonsei University. The information in this Guide Book includes what to know to start at Yonsei and curriculum, and campus life.

### ■ Global Basic Education Division

For the first one year of Yonsei University, all international freshmen will belong to Global Basic Education Division (GBED) of Global Leaders College, in order to help students adjust to college life and develop skills necessary to carry out their Major studies. GBED will assist students from abroad in cultivating advanced Korean proficiency, essential to College General Education and Major studies.

#### 1. Student Affiliation by school years

Year	1	2~4
Affiliation	Global Leaders College Global Basic Education Division	Original Departments (College of Liberal Arts, College of Business and Economics, School of Business, College of Engineering, etc.)
Campus	International	Sinchon

#### 2. Curriculum of Global Basic Education Division

##### 1) GLC General Education

- Numerous General Education courses are provided exclusively to GLC students, including: Understanding of Numbers in Daily Life, Guidance Politics, Landmarks of Korean Culture, Digital Art and Culture, Understanding Global Industry Material and Civilization, GLC Mathematics, Technology Society and Leadership, Understanding Food and Food Science.

##### 2) Customized Korean Language Education program

- GLC provides Korean Language Education programs parallel to individual students' levels of Korean, according to the Korean Proficiency Test and/or TOPIK scores submitted.

GLC Korean Level	Curriculum
Basic	KLI Fundamental Korean Program Mon~Fri 09:00~13:00
Intermediate	GLC Intermediate Korean Courses
Advanced	GLC General Education and Major Courses

##### 3) GLC English and GLC Mathematics lectures

- Customized English courses are offered according to individual students' level of English proficiency, crucial in helping students pursue global leaders. Basic level GLC Mathematics courses are offered to science or engineering majoring students.

##### 4) Absolute grading system on every lecture

- GLC courses offered exclusively to GLC students will be evaluated on an absolute grading system, alleviating students' burden on studying.

### 3. GBED Special Services

#### 1) Premium Curriculum for International students

For students whose mother tongue is not Korean, Premium Curriculum focused on various Korean programs are in place to assist students with their major entrance, which is essential in elevating ability to pursue their college studies and their overall satisfaction with college life.

#### 2) GLC General Education

Specialized General Education Curriculum, exclusively specialized for international students, is provided to assist them developing the core competence of college academics without language barrier.

#### 3) Korean Writing Lessons for international students

Various Korean Writing Lessons are provided to international students to facilitate their studies. International students can receive Korean Writing lessons to help their assignments.

#### 4) Specialized Academic Advising

During their 4 years at Yonsei, specialized academic advising on academic advising on academic curriculum and career paths will also be at their disposal. Extracurricular Activity Programs

#### 5) Extracurricular Activity Programs

International students will have the opportunity to gain diverse experiences and chances to learn through special programs designed exclusively for them, e.g. Korean Culture Experiences.

#### 6) One-stop services, including Airport Pick Up

To facilitate students in adapting to college life, we provide international students who enter Yonsei University with guidance and services from the first day. We pick them up from the airport and show them how to move into the dormitory, register for classes, and so forth.

### 4. Note

1) All international students from each original department will belong to GBED only for the freshman year.

#### 2) GBED Tuition Fees : 6,140,000 KRW per semester

After the first two semesters, a different tuition fee will be imposed on each student according to their Major or department.

※ Freshman from College of Music, College of Medicine, College of Dentistry, College of Nursing do not belong to Global Basic Education Division

## 【Important Dates】

### ■ Schedule

Date	Checklist
From July 2019	Flight reservation and Visa application
July 10 <sup>th</sup> (Wed) 09:30 ~ July 11 <sup>th</sup> (Thu) 16:00	Selecting Miscellaneous Fees
July 12 <sup>th</sup> (Fri) 09:30 ~ July 16 <sup>th</sup> (Tue) 16:00	Tuition Payment
July 17 <sup>th</sup> (Wed) 10:00 ~ July 21 <sup>st</sup> (Sun) 23:59	Application for Housing
July 17 <sup>th</sup> (Wed) 09:00 ~ July 31 <sup>st</sup> (Wed) 17:00	Submission of Language Proficiency Scores / Application for Freshman Orientation
August 13 <sup>th</sup> (Tue) 10:00 ~	Checking Student ID Number
August 20 <sup>th</sup> (Tue) 10:00 ~ August 23 <sup>rd</sup> (Fri) 17:00	Application for Student ID card
August 21 <sup>st</sup> (Wed) 09:00 ~ August 23 <sup>rd</sup> (Fri) 18:00	Dormitory Move-in
August 22 <sup>nd</sup> (Thu) ~ August 27 <sup>th</sup> (Tue)	Freshman Orientation
August 26 <sup>th</sup> (Mon) 09:00 ~ September 1 <sup>st</sup> (Sun) 23:59	Checking Housing Fees & Payment Period
September 2 <sup>nd</sup> (Mon) 9:00 ~ September 4 <sup>th</sup> (Wed) 20:00	Issuance of Student ID card

※ The schedules is subject to change

## 【 Flight Reservation and Visa Application 】

**1. Date: July 2019** ※ It is necessary to make a flight reservation and visa application in a timely manner in order to arrive at Yonsei University for freshman orientation.

- 1) Study abroad visa issuance: The International Student Support Team will send a Certificate of Admission to students who hold foreign nationality. The Student Visa (D-2) required for studying in Korea can be acquired through the Korean Embassy.
- 2) Flight ticket reservation: As soon as you receive the visa, please be sure to make a flight reservation bound for Korea by Wednesday August 21<sup>st</sup> at the latest.
- 3) Airport Pick-Up: An Airport Pick-up service is provided three times on Wednesday, August 21<sup>st</sup> at 11:00, 14:00, 17:00. Students who wish to utilize the service must submit the total number of people boarding the bus to [gbed@yonsei.ac.kr](mailto:gbed@yonsei.ac.kr). Each applicant will be sent an email regarding the pick-up by early August.

### 2. Notice for Foreign Nationals

- 1) Issuance of A Certificate of Admission

A Certificate of Admission is a required document for international students to acquire the Study Abroad (D-2) visa. However, in the case of students who hold an F visa, submit the front and back side copies of your Alien Registration Card. Further details will be announced separately from International Support Team.

※ Contact Information: International Support Team: [ifaculty@yonsei.ac.kr](mailto:ifaculty@yonsei.ac.kr), +82-2-2123-6492

- 2) Submission of International Students Insurance Document

All international students of Yonsei University must have a health insurance during their school years in case of possible accidents and illnesses. Each student will be informed via email of the 2019 School Health Insurance Regulations and Subscription Information.

※ Contact Information: International Support Team: [insurance@yonsei.ac.kr](mailto:insurance@yonsei.ac.kr), +82-2-2123-3488

## 【 Tuition Payment 】

### 1. Selection of Miscellaneous Fees: Wednesday July 10<sup>th</sup> (09:30) ~ July 11<sup>th</sup> (16:00)

During the selection period, admitted students must select miscellaneous fees on Yonsei Portal website ([portal.yonsei.ac.kr](http://portal.yonsei.ac.kr)). Click on "Confirm miscellaneous fees" button to reflect the changes in the tuition bill. Once you confirm it, cannot be changed under any conditions. If the student does not choose miscellaneous expenses during this period, only the details of the admission fee and tuition fee will be reflected in the bill, which can be printed out from Friday, July 12, when the registration period begins.

### 2. Registration Period: Friday July 12<sup>th</sup> 09:30 ~ Tuesday July 16<sup>th</sup> 16:00

If an applicant fails to pay tuition during the registration period, his/her admission will be cancelled. An admission fee (737,000 won) and tuition fee (6,140,000) will be paid in the first semester of your enrollment. No admission fee will be charged from 2<sup>nd</sup> year to 4<sup>th</sup> year, while this period, tuition fee may vary according to the original department the student has been admitted to.

### 3. How to View & Print Tuition Bill

1) Period: Friday July 12<sup>th</sup> (09:30) ~ Tuesday July 16<sup>th</sup> (16:00)

2) How to Print the Bill

Access Yonsei Portal website ([portal.yonsei.ac.kr](http://portal.yonsei.ac.kr)) → Choose the option for 'Academic Information Management System (Tuition and Payment)' → Log in [ID: Application Number (using uppercase letters when necessary), Password: Applicant's Birthday in YYMMDD format] → 'Registration' → 'Print/Registration' → 'Browse/Registration' → 'Print Bill'

3) After the tuition payment is completed, the bill cannot be printed.

### 4. Tuition Fee Payment

1) The total amount of the tuition fee must be deposited into the virtual bank account stated on the bill (installment payments are not allowed).

\* The bank accounts used for tuition fee payments is assigned only to the student, so the name of the person depositing the payment need not match that of the student.

2) Internet Banking, Phone Banking, ATM deposit and in-bank deposits are all allowed (with the exception of credit card payments).

※ Use of any bank other than Woori Bank may result in additional fees.

※ Deposits made through non-monetary institutions, such as CMA accounts, may not be processed correctly, thus making the payment invalid.

※ In the case of international transactions, it will take time for domestic banks to reflect the payment.

3) Additionally, all issues related to registration (printing the bill, checking tuition fee payment) must be checked through the Yonsei portal (<https://portal.yonsei.ac.kr>)

4) Dual registration is forbidden.

Students (including overseas Korean students and international students) who have been accepted into several universities must register in only one university. Dual registration will result in the cancellation of all university admissions.

## [Application for Housing]

1. Housing Application Period: Wednesday, July 17<sup>th</sup> 10:00 ~ Sunday, July 21<sup>st</sup> 23:59
2. Please refer to page 9 for more information about housing

## [Submission of Korean and English Proficiency Score Report]

### 1. Test Scores Submission Period: Wednesday, July 17<sup>th</sup> 09:00 ~ Wednesday, July 31<sup>st</sup> 17:00

- 1) Students who hold Korean (TOPIK or Yonsei Korean Language Institute Certificates) and English (TOEFL, IELTS, TOEIC, New TEPS, OPIC, etc.) test scores must submit score reports through e-mail to gbed@yonsei.ac.kr by July 31<sup>st</sup>. Students must also submit a copy of the original test scores document to the GLC Administration Office in person.
- 2) Students who fail to submit any test scores are subject to taking Korean Language Proficiency Test and GLC English Placement Interview.

### 2. GLC Korean Language Proficiency Test

- 1) Date: Thursday, August 22<sup>nd</sup> 16:00 ~ 18:00
- 2) Venue: International Campus (\*to be specified at a later date)
- 3) Evaluation Method:
  - Writing Test (approximately an hour)
  - Speaking Test: individual interview with a Korean professor (approximately 5 to 10 minutes)
- 4) Based on the test results, the student will be placed into either a Fundamental Korean Program, GLC Intermediate courses or be exempted from the mentioned courses and be allowed to take all classes offered in Korean.
- 5) Required courses and Exemption Criteria based on the results of the Korean Language Proficiency Test (Exemption, GLC Intermediate Courses or Fundamental Korean Learning Program) are shown below.

Required Courses	TOPIK	Yonsei Korean Language Institute
Exempted from Korean Courses, able to enroll in all courses (GLC required courses)	TOPIK Level 4 ~ 6	Completion of Level 4~6 of KLI Program
GLC Intermediate Courses (12 credits) <i>Argumentation and Discussion / Logical Thinking and Writing / Understanding Academic Discourse / Understanding Academic Text</i>	TOPIK Level 2 and 3	Completion of Level 2~3 of KLI Program
Fundamental Korean Learning Program	TOPIK Level 1 or below	Completion of Level 1 of KLI Program or below

### 3. GLC English Placement Test

- 1) Date: Thursday, August 22<sup>nd</sup> 14:00 ~ 16:00 (\*specific interview times will be announced later to each student)
- 2) Venue: International Campus ("to be specified at a later date)
- 3) Evaluation method: Individual interview with a native professor (approximately from 5 to 10 minutes)
- 4) Based on the results, the student may be required to take English classes (GLC English 1 or 2) or be exempted from them.
- 5) GLC English courses and Exemption Criteria (Exemption, GLC English 1 or GLC English 2)



Required Courses	TOEFL iBT	IELTS	TOEIC	New TEPS	OPIC
Exempted	70 points and above	Band Score 5.5 and above	700 points and above	300 points and above	IM2, IM3, IH, AL
GLC English 2	41~69 points	Band Score 3.5~5.0	500~699 points	211~299 points	IM
GLC English 1	40 points and below	Band Score 3.0 and below	499 points and below	210 points and below	NL, NM, NH, IL

6) Students eligible for exemption

- Students who have graduated from high school (3 years) in an English speaking country (United States, United Kingdom, Canada, Australia, New Zealand, South Africa and the Commonwealth of Nations).

\*Must be able to prove their graduation through official documents

- Students who submit International Baccalaureate Diploma (Level A to D)  
(Students with Level E to F are required to take GLC English 2 and students with Level G must take GLC English 1)
- Students from English-speaking countries which are not included in the list above (Europe, Singapore, Hong Kong, etc.) are only eligible for exemption by submitting official test scores. In case they do not submit any official documents, they must take the English Placement Test (conducted as an interview with a native professor).

※ **Students who are exempted from GLC English Courses will be acknowledged with 2 credits per course.**

## 【 Issuance of Student ID Card 】

### 1. Checking Student ID Number

1) Checking Period: From Tuesday, August 13<sup>th</sup> (10:00)

2) Instructions:

Access Yonsei Portal website (<https://portal.yonsei.ac.kr>) → Main Portal Services → 'Tuition Payment' → Log in (ID: Application Number (uppercase letters when necessary), Password: student's birthday in YYMMDD format → Browse Student ID

### 2. Application for Student ID Card

The Yonsei University Student ID Card can also be used as a transportation card (rechargeable), University debit card, access card for the dormitories and libraries, electronic attendance and lecture support.

1) Application Period: Tuesday, August 20<sup>th</sup> (10:00) ~ Friday, August 23<sup>rd</sup> (17:00)

2) Application Method:

Step 1: Yonsei Portal Service (<https://portal.yonsei.ac.kr>) → Log in (ID: Student ID Number / Password: Date of Birth in 'YYMMDD' format) → Academic Information System → Issue Student ID → Student ID/Identification Card Management → Apply for an ID Card → Agree to "Agreement with your personal information (PI) collection, Utilization, and Processing Entrustment to Trustee"

Step 2: Download Woori Bank WiBee Bank App → Via Student ID Card Issuance Menu, apply for student ID card.

※ When applying, the student ID card, please double-check the campus to which you request the card to be delivered.

### 3. Student ID Card Issuance

1) Issuance Period (Limited to freshmen who have applied by Friday, August 23<sup>rd</sup>(17:00))

(1) Sinchon Campus: Monday, September 2<sup>nd</sup> ~ Wednesday, September 4<sup>th</sup>, 09:00 ~ 20:00 **Woori Bank located in the Student Union Building).**

(2) International Campus: Monday, September 2<sup>nd</sup> ~ Wednesday, September 4<sup>th</sup>, 09:00 ~ 20:00 **Woori Bank located in Dorm B.**

2) After the date above, students can only receive their ID cards during Woori Bank operating hours (from 9:00 to 16:00) in the corresponding bank.

※ No one other than the student may pick up your ID card. Please have your identification ready (ID Card, Driver License, or Passport)

※ Students who applied for student ID card after the designated period must apply in person at the bank of the corresponding campus to have access to all the financial benefits of a Yonsei University student ID card. Korean residents can apply directly while foreigner students must apply in September at the bank after receiving their Alien Registration Card.

# Fall 2019 Songdo Dormitory Housing Application Guide

## (For Freshmen of Residential College only)

### 1. Main Schedule

- 1) Housing Application: **Wednesday, July 17<sup>th</sup> (10:00 AM) ~ Sunday, July 21<sup>st</sup> (23:59 PM)**
- 2) House / Room Assignments: **Monday, August 19<sup>th</sup> (17:00 PM)**
- 3) Move-in Date: **Wednesday, August 21<sup>st</sup> (09:00 AM) ~ Friday, August 23<sup>rd</sup> (18:00 PM)**
- 4) Announcement of Housing Fees & Payment Period: **Monday, August 26<sup>th</sup> (09:00 AM) ~ Sunday, September 1<sup>st</sup> (23:59 PM)**

### 2. Housing Application (Mandatory)

- 1) Period: **Wednesday, July 17<sup>th</sup> (10:00) ~ Sunday, July 21<sup>st</sup> (23:59)**
  - ※ All Students who wish to move in Songdo Dormitory must complete this application (Move-in is not allowed without this application)
  - ※ The Students who wish to select 'non-residence' also must complete this application, and **submit document of proof.**
    - ① Residence in Incheon: copy of resident registration with one's own name and address in Incheon (\*Recommended to submit the document **without the last six digits of your resident registration number**)
    - ② Other reasons: Medical documents and Doctor's note / Please provide details and attach them
- 2) Room Assignment is processed **randomly** within the limit of empty rooms in each house
  - ※ As double rooms are fewer in number, applicants who signed up for double room may be assigned to other types of room under inevitable circumstances.
  - (Number of double rooms: 304, Number of double rooms in multiple rooms: 51, Number of triple rooms: 1,194)
- 3) After completing the application, you must **double-check** whether the application process was completed correctly through the **[Application History]** menu

### 3. How to apply (Log in with Application Number)

- 1) Apply on Yonsei Portal (<https://portal.yonsei.ac.kr>)  
Yonsei Portal → Academic Information System → Academic Management System → School Life → Songdo Dormitory
- 2) Freshmen  
ID for log-in : Application Number  
Password: **6 digit of date of birth in YYMMDD format**

### 4. Housing Fee (Fall 2019 (Based on 16 weeks, not including meals))

Triple Room (3BR)				Double Room (2BR)			
Housing Fee (A)	Dormitory Scholarship (B)	Facility Deposit (C)	Actual Payment (A-B+C)	Housing Fee (A)	Dormitory Scholarship (B)	Facility Deposit (C)	Actual Payment (A-B+C)
956,000	92,000	100,000	964,000	1,500,000	184,000	100,000	1,416,000

- 1) The facility deposit will be refunded to the registered account, **please make sure to register the bank account for the refund**
  - (1) Registering progress
    - ① <http://portal.yonsei.c.kr> → Course Evaluation: Undergraduate & Graduate → Student Record → Information → Personal Data → Bank Account (Modify)

- ② You can only register a bank account in your own name
  - ③ In case of his/her name is different between the portal system and the bank account as a foreign student (required a perfect match of full name), please send a copy of your bank book, student number, and full name to [residence@yonsei.ac.kr](mailto:residence@yonsei.ac.kr) via email
- 2) Students of Integrated Technology (College of Engineering) will be supported the housing fee (based on a triple room) as scholarship from the college. Please pay the facility deposit (100,000 won) only at the time of application for a triple room (if you would like a double room, you must pay the additional amount).
- 3) The cost of meal is not included in housing fee. Please purchase it personally at the restaurant after the move-in (Price of the meal coupon: 2,800 ~ 4,200 won)

## 5. Information for Move-in (log-in with examinee's number)

- 1) House and Room assignment is not on a first-come, first-serve basis. Rooms are assigned **randomly** and cannot be changed.
- ※ As double rooms are fewer in number, applicants who signed up for a double room may be assigned to other types of room under inevitable circumstances.
- (Number of double rooms: 304, Number of double rooms in multiple rooms: 51, Number of triple rooms: 1,194)

### 2) Room Assignment Announcement

(1) **When: Friday August 19<sup>th</sup> (17:00 PM)**

(2) Where: On the **Yonsei Portal** (<https://portal.yonsei.ac.kr>)

-Yonsei Portal → Academic Information → Academic Management System → School Life → Songdo Dormitory

**3) Move-in Date: Wednesday August 21<sup>st</sup> (09:00 AM) ~ Friday August 23<sup>rd</sup> (18:00 PM)**

### 4) Move-in Procedure

- (1) Confirm your identification at each reception when you check in (ID cards required)
    - ※ **You cannot check in by proxy**
  - (2) Submit **the two types of medical certificated (Chest X-ray results & MMR Vaccination)**
  - (3) Check your assigned room, get a card key
  - (4) **After the beginning of the new semester**, please submit **facility check list** on the Songdo dormitory homepage (<https://yicdorm.yonsei.ac.kr>). **\*If students do not submit the documents, they will be forced to leave**
- 5) Internal facilities: desk & chair, wardrobes, shoe closet, single bed & mattress, **individual** air conditioning & heating system, shower room, toilet, **LAN port**
- 6) Required personal items to move-in
- (1) ID card (for the ID confirmation)
  - (2) Personal belongings (**mattress sheet for a single bed size (1,000\*2,000, height 200)**, bedding, pillow, toiletries, clothes hangers, slippers and etc.
    - ※ Please make sure to keep the personal belongings at a proper level due to the fact that dormitories are a communal living space.
    - ※ **Size of wardrobes: 280\*2,100 for a triple room, 600\*2,100 for a double room**
- 7) All electronic heating devices are not allowed to be used in the room (**Except for a hair drier or straightener**)
- 8) No pets are allowed in the dormitory
- 9) How to get a delivery: the recipient should receive the package personally in the building lobby
- ※ Be sure to exclude your valuables from the delivery in case of losing it
  - ※ Please confirm the assigned building and room number from the room assignment issued on Portal after **August 19<sup>th</sup>**, and input the correct delivery address according to the format below.
  - ※ **Address for the delivery: Room #, Bld #. Songdo Dormitory #, Yonsei International Campus, Songdo Gwahakro 85, Yoensu-gu, Incheon**

## 6. Announcement of Housing Fees & Virtual Payment Account (Log in with Application Number)

- 1) Check the housing fee and virtual payment account on Yonsei Portal (<https://portal.yonsei.ac.kr>): **Monday, August 26<sup>th</sup> (09:00)**  
 Yonsei Portal → Academic Information System → Academic Management System → School Life → Songdo Dormitory
- 2) Payment Period: **Monday, August 26<sup>th</sup>(09:00) ~ Sunday, September 1<sup>st</sup>(23:59)**
- 3) You will not be notified of the housing fee and virtual account by email or mobile. You must check Yonsei Portal for your payment.
- 4) Housing fee must be paid within the designated period to the individually assigned virtual account. (Housing application will be canceled in case of unpaid)  
 ※ Considering the processing time between banks, please pay the housing fee in advance before the due date in the case of remittance from abroad

## 7. Residential Period: **Wednesday, August 21<sup>st</sup> ~ Friday, December 20<sup>th</sup> (12:00)**

## 8. Submission of Medical Certificates

- 1) All students who are willing to move into the dormitory must submit '**Chest X-ray result (for tuberculosis test)**' and '**Certificate of MMR (Measles, Mumps & Rubella) Vaccination**'. **(Only Korean and English versions are valid)**
- 2) **Move-in is only available if both documents are submitted at the time of checking in, if one of those documents is not prepared, you cannot move in on the day of arrival.**
- 3) Move-in procedure may be cancelled if it turns out that communal living is not possible according to the results of the medical check up
- 4) The term of validity for the Chest X-ray Certificate: **within 2 months** from the Move-in date
- 5) Where to Submit: at the reception desk in the lobby on the day you intend to move in  
 ※ Inquiries: +82-32-749-5103 (Dormitory 1) / +82-32-749-5203 (Dormitory 2)

## 9. Information for the Handicapped Students

- 1) Please ask 'Support Center for Handicapped Students' about the details for the application such as required documents and how to submit it  
 ※ YONSEI Handicapped Student Support Center: +82-2-2123-3633

## 10. Note

- 1) The housing application can be completed only if every item in the form is filled without fail. **(If not, the application is not fully finished).**
- 2) Please do not forget to click the check box in the application form on the website to get a dormitory scholarship.
- 3) Housing fee must be paid within designated period to the individually assigned virtual account (If not, the applicants will be forced to leave).
- 4) Please make sure the payment is transferred in one's own name, if possible. **(Installment payments/credit card payments are not accepted).**
- 5) You cannot pay the housing fee after the designated period.
- 6) **If you cancel the application for personal reasons, or register at another university after the payment, please download and fill 'the Refund Application' form from the website (<https://yicdorm.yonsei.ac.kr> → Community → Form reference) and send it via email to [residence@yonsei.ac.kr](mailto:residence@yonsei.ac.kr) before **Friday August 16<sup>th</sup> (17:00)**. Once the move-in procedure is finished, housing fee will be refunded by the terms of mid-departure regulations.  
 ※ With the title as [Refund] Student ID\_Name**

- 7) Refund for students who depart in the middle of the semester will be repaid after deducting 150,000 won from the housing fee, and the remaining refundable amount will be calculated by the number of days remaining in the residence period (no refunds after **December 2<sup>nd</sup>**).
- 8) In the case of a leave of absence or dropping out in the middle of the semester, staying in the dormitory is not allowed for the rest of the residence period (**If you drop out or take a leave of absence, you must move out of the dormitories at the same time**).
- 9) Student who want to use the **dormitory during the vacation period must apply separately**, and will be assigned to a designated area.
- 10) The dormitory has a **curfew system** (**leaving from 02:00~05:30 in the morning is prohibited**) to reduce the damage of late-night noise to the roommate and neighboring students living together.

## 11. Inquiries

- 1) YIC General Administration Office
  - (1) Address: #409 Vision Hall, Yonsei International Campus, Songdo Gwahakro 85, Yoensu-gu, Incheon
  - (2) Tel: +82-32-749-2991~2
- 2) YIC Songdo Dormitory 1 (Block A~C)
  - (1) Address: #A106 Songdo Dormitory, Yonsei International Campus, Songdo Gwahakro 85, Yoensu-gu, Incheon
  - (2) Tel: +82-32-749-5106
- 3) YIC Songdo Dormitory 2 (Block D~F)
  - (1) Address: #D113 Songdo Dormitory, Yonsei International Campus, Songdo Gwahakro 85, Yoensu-gu, Incheon
  - (2) Tel: +82-32-749-5203

## [ Guidance for issuing health certificate ]

1. A medical certificate (only Korean or English are valid) is an essential submission of details as to prevent and manage the occurrence and management of the disease in the dormitory. **If the certificates are not submitted on the day of entry, joining the dormitory is unavailable.** Please make no mistake in submitting the diagnosis.
2. Depending on the health center or hospital, **the time and cost of issuing the certificate vary.** Please check in advance before your visit.

### 1. Chest X-ray diagnosis

- 1) Request a pulmonary tuberculosis test for submission to dormitory at the health center or hospital.  
 ※ **No other blood tests are required other than chest X-ray.**
- 2) Only diagnoses issued **within 2 months** before the day of entry that state the student's health is **normal are valid.**

### 2. MMR (Measles, Mumps, German measles) vaccination certificate

- ※ The MMR vaccine is a two-part vaccination. You must receive **two inoculations**. Please select one of the methods below to issue (print) and submit.
- 1) **If visiting the health center or medical institution that provides vaccinations**, issue the certificate of inoculation in person.
  - 2) **If there are computer records:**
    - (1) Log in to the Korea Centers for Disease Control and Prevention (KCDC) site (<https://nip.cdc.go.kr>) and print (certificate and printer needed).  
 ※ **For instructions on how to print, see "issue vaccination certificate" in the center of the website.**
    - (2) Visit vaccination room in health care center and issue diagnosis (personal ID needed).
  - 3) **If the student has Mother and Child Health handbook (date of inoculation, seal records), vaccination certificate can be issued in a nearby medical institution.**
  - 4) **If none of the above is applicable**, issue medical certificate of vaccination after MMR inoculation  
 ※ **The second MMR vaccine shall be inoculated at least 4 weeks after the first vaccination**

### 3. Additional Inquiry

Dormitory administration office: +82-32-749-5108 (Dormitory 1), 5203 (Dormitory 2)

## [Orientation Application Form ]

Please fill in below and submit to [gbed@yonsei.ac.kr](mailto:gbed@yonsei.ac.kr) until Wednesday, July 31<sup>st</sup>

### ■ Consent to personal information collection

The personal information you submit will be only used for freshmen orientation.

If you wish to attend the Global Leadership College freshmen orientation, you must agree to the provision and utilization of your personal information

☐ Agree

☐ Disagree

### ■ Schedule: Wednesday, August 21<sup>st</sup> ~ Tuesday August 27<sup>th</sup>

	8.21.(Wed)	8.22.(Thu)	8.23.(Fri)	8.24.(Sat)	8.25.(Sun)	8.26.(Mon)	8.27.(Tue)
AM	Arrival/ Airport Pick-up	OT Guide	Special lecture	Sinchon Campus Tour	Free time	Academic advising	Course enrollment
	Dormitory Move in	Welcoming Ceremony				GLD Meeting	
		Introduction of GLC				GBED Meeting	
PM		English Test	Special Meeting with Department	Free time	Free time	GLD Course Enrollment Guidance	AKARAKA
		Korean test	GLC Student council			GBED Meeting per department	
		Welcoming feast					

※ Schedule can be subject to further change



## ■ Application form

Name(Korean)	
Name(English)	
Application Number	
Date of Birth(YMMDD)	
Department(Major)	
Nationality	
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
T-Shirt Size	<input type="checkbox"/> 95 <input type="checkbox"/> 100 <input type="checkbox"/> 105 <input type="checkbox"/> 110
Request for airport pick-up (August 21 <sup>st</sup> only)	<input type="checkbox"/> Y ( <input type="checkbox"/> 11:00 <input type="checkbox"/> 14:00 <input type="checkbox"/> 17:00) ※ Airline No. : ※ Number of people : <input type="checkbox"/> N
August 22 <sup>nd</sup> Welcoming Feast	<input type="checkbox"/> Y ( <input type="checkbox"/> 1 Student <input type="checkbox"/> Parents: ____ people <input type="checkbox"/> Others: ____ People) ( ex. 1 Student, Parents: 2 people Others: 1 Person) <input type="checkbox"/> N
GLC Korean Proficiency Test	<input type="checkbox"/> Y <input type="checkbox"/> N ※ Submission of Score report is essential - TOPIK Score: - YONSEI KLI completion:
GLC English Placement Test	<input type="checkbox"/> Y <input type="checkbox"/> N ※ Score report submission essential - Name of the Exam: - Score:
Contact Number	
Email Address	

## **[Contact Information]**

### **■ Tuition fee**

Finance and Accounting Team, 02)2123-4500

### **■ Admission check and dropping (inquiry on issuing Certificate of Admission and Visa)**

- International students and Overseas Korean Students: International Undergraduate Admissions Team, 02)2123-3225

### **■ Scholarship**

GLC Administration Team, 032)749-3502, gbed@yonsei.ac.kr

### **■ International campus dormitory**

- YIC General Administration Office: 032-749-2991~2
- Songdo Dormitory 1 Administration Office: 032)749-5103
- Songdo Dormitory 2 Administration Office: 032)749-5203

### **■ Korean Language Proficiency test**

GLC Administration Team, 032)749-3502~3, gbed@yonsei.ac.kr

### **■ English placement test**

GLC Administration Team, 032)749-3502~3, gbed@yonsei.ac.kr

### **■ Global Leaders College freshmen orientation**

GLC Administration Team, 032)749-3502~3, gbed@yonsei.ac.kr

### **■ Student ID Card issue**

- General Service Center (state of issue, schedule, etc): 02)2123-3205
- General Service Center (technical problems such as Mobile ID App): 02)2123-7468
- Woori Bank (exclusive consultation on WiBee Bank): 1588-5000-0-2-2 or 1599-5000-0-2-2
- Woori Bank (regarding Yonsei Finance Center ID card): 02-313-3198-313 or 321

# YONSEI,

*Leading the Way to the Future*

연세대학교 글로벌인재대학 행정팀

- 신촌캠퍼스: 서울특별시 서대문구 연세로 50 새천년관 205호
- 국제캠퍼스: 인천광역시 연수구 송도과학로 85 자유관A 501호

전화 (032) 749-3502

팩스 (032) 749-3509

Global Leaders College, Yonsei University

- 50 Yonsei-ro, Seodaemun-gu, Seoul 03722, Korea

- 85 Songdogwahak-ro, Yeonsu-gu, Incheon 21983, Korea

Telephone (82-32)749-3502

Fax (82-32)-749-3509

<http://gbed.yonsei.ac.kr>

[gbed@yonsei.ac.kr](mailto:gbed@yonsei.ac.kr)