

DORMITORY RULES AND CHECK-IN CONFIRMATION

Welcome to Sungkyunkwan University! We are very excited to have you here and hope you have a great experience at SKKU. In order to ensure that everyone has a pleasant stay in the dormitories, all residents are expected to abide by the rules that have been created to promote convenience, security, and general welfare as well as prevent misuse or abuse of dormitory facilities. Please read the rules thoroughly.

***You do not have to print out this form as it will be given during the check-in.**

◆ Rules & Regulations

A. Administration

A.01 International Office

The International Office has the right to assign rooms to residents, pair the roommates, and control the dates for check-in and check-out.

A.02 Check-in & Check-out

Check-in is from 9:00 AM to 6:00 PM June 24. The designated check out time is 12:00 PM, July 21.

A.03 Length of Residence

Student participants will live in the rooms during the ISS and their stay can be prolonged up to 7 days with an additional charge. The additional room charge for 1 night is 30,000 KRW.

A.04 Room change

Room changes according to students' discretion are not allowed.

A.05 Liability

Residents should keep their personal valuables and money in a safe place. SKKU and the Housing Office are not responsible for any loss or theft.

A.06 Damages and Costs

Residents can be charged for any loss, damage or extraordinary service caused by any misunderstanding or misbehavior while using SKKU's residence and its facilities whether intentionally or not.

A.07 Room Check-up

Authorized personnel of SKKU may enter rooms without prior notice, for reasons of health, safety, emergency, general community wellbeing or repairs. Some efforts will be made to notify you in advance if possible.

B. Residence Regulations

A resident is required to have full knowledge of our rules and regulations; **when a resident violates any of the cited rules for the first time, the resident will receive a warning notice from the Housing Manager. If such a behavior is repeated, the resident's transgressions will be reported to their home university and they shall be asked to vacate the dormitory.**

***Please let the International Office know if you will be leaving and not returning more than two days.**

A resident should not commit the following acts:

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| 1 | Engaging in significantly inappropriate behavior in communal living space such as theft, assault, gambling, sexual assault |
| 2 | Accommodating and being visited by non-residents in the dormitory rooms or assisting those acts at any time of the day regardless of the permission of roommates |
| 3 | Unauthorized visit of individuals of the opposite sex into dormitory |
| 4 | Acts that deliberately damage public property or facilities in the dormitory |
| 5 | Unauthorized retention and use of flammable materials (ex: fuel gas, petroleum, paint thinner, candles, mosquito-repellent, etc.) |
| 6 | Smoking outside of designated smoking areas |
| 7 | Changing room without permission |
| 8 | Failing to check out of dormitory by designated date |
| 9 | Stealing and using IP addresses or spreading falsity, cyber-bullying other students, implanting a virus or otherwise causing harm via computer |
| 10 | Drinking alcohol in dormitory or hurting others by being unconscious or behaving indecently due to drinking |
| 11 | Bringing pets in dormitory |

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| 12 | Possession and use of non-permitted electronics (Allowed electronics: computers, printers, stands, chargers, hair dryers, auto power curlers, humidifier, fan, mini-vacuum) |
| 13 | Abnormal usage of the entrance gate, unauthorized access through an abnormal passage (window or terrace) or sending and receiving objects through an external passage |
| 14 | Bringing alcoholic beverages or keeping them in dormitory |
| 15 | Transferring a student ID card, key or entry card to non-resident |
| 16 | Behaving arrogantly towards or disobeying the dormitory director, office member, house master, guidance-assistance, guard, or related staff and giving false statements for guidance or inspection |
| 17 | Entering/leaving the dormitory during curfew time (AM 01:00-05:00) |
| 18 | Using or moving dormitory equipment without permission. |
| 19 | Obstructing the lives of other students with noise (playing a musical instrument, singing or speaking loudly, PC games, etc.) |
| 20 | Using computer or lamp without the consent of the roommate after 12 midnight |
| 21 | Making graffiti or exhibition or distribution of advertising materials without permission |
| 22 | Displaying uncooperative behavior in education or training regarding communal living or safety (dormitory OT, fire evacuation drill, etc) |
| 23 | Being aware of and acquiescing a violation committed by a roommate |
| 24 | Placing personal goods in public places (clothing drying rack, umbrella, etc.) and placing a bicycle outside of the designated area |
| 25 | Nailing or posting on the wall of dormitory |
| 26 | Engaging in uncooperative behavior in submitting required documents to dormitory (moving-in notification, check-in confirmation, etc) |
| 27 | Cooking or eating somewhere other than a designated place or eating in the room without the consent of the roommate |
| 28 | Making stain on the mattress without bed sheet or mattress cover (Residents who received waterproof pad should set the pad on the mattress) |
| 29 | Disposing of rubbish somewhere other than the designated places or not conducting garbage separation in designated area |
| 30 | Receiving delivery food inside the dormitory building and not leaving the food container outside the building; all delivery food has to be received outside of the dormitory building and the food container has to be left outside of the building after being emptied. |
| 31 | Not cleaning or organizing one's dormitory room |

* Violation of 1~11 can be resulted in the immediate leave of the dormitory without a warning notice.

Common Q & As

Q1. What if I cannot make it the check-in between 9:00 AM to 6:00 PM due to early or late arrival?

A1. For your early arrival, you must find other accommodation. If you are going to arrive after June 24th, you need to inform the ISS Office of your arrival date/time by email (issoffice@skku.edu).

Q2: Can you store my luggage after I check out of the dormitory?

A2: Yes. However, the dorm can only store your luggage until up to 10:00pm on the date of your check-out.

Q3. How can I use the internet at the dormitory?

A3. You can access the internet through Wi-fi.

Q4. Is my room equipped with toiletries?

A4. No, you will have to buy them on your own.

Q5. Is bedding provided?

A5. Yes, a pillow, blanket, and mattress cover will be provided.

Q6. When is a curfew?

A6. For resident safety and better living conditions, the International Office requires all residents to observe a curfew. The curfew hours are 1:00 AM to 5:00 AM. No entering/leaving the dormitory is allowed during the curfew time.