International Student Guidebook

A-Z Guide to Starting
Your University Life

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01 | Academic Programs

A   Academic Schedule

Month	Period	Event
March	1st week 2nd week 4th week	Beginning of Spring Semester (개강) Course Registration Correction Course Withdrawal Deadline
April	2nd - 4th week	Midterm Examinations
May	2nd week	Spring Campus Festival
June	1st-2nd week 3rd week 3rd week - beginning of July	Final Examinations End of Spring Semester Summer courses
Last Exam Day - August 31st		**Summer Break**
	June 20th - August 31st	Leave of Absence (휴학) Application Period
July	1st week	Re-enrollment (복학 · 재입학) Application Period
August	2nd week 3rd week 4th week	Course Registration for Fall Semester Fall Graduation Ceremony Tuition Fee Payment for Fall Semester
September	1st week 2nd week 3rd week	Beginning of Fall Semester Course Registration Correction Course Withdrawal Deadline
October	2nd-3rd week	Midterm Examinations
November		
December	1st-2nd week 3rd week	Final Examinations End of Fall Semester
Last Exam Day - February 28th		**Winter Break**
	December 23rd - February 28th	Leave of Absence (휴학) Application Period
January	1st week	Re-enrollment (복학 · 재입학) Application Period
February	1st week 3rd week 4th week	Course Registration for Spring Semester Spring Graduation Ceremony Tuition Fee Payment for Spring Semester

The schedule above is subject to change. Students should check the calendar each year through the campus web-portal onilne.

B   Major Courses

Admission Unit for Freshmen (1st Year)

Campus	College	Track	Department
Jukjeon	PRIMUS International College	English	International Business Administration
			Mobile Systems Engineering
			Korean Studies
			Bio and Material Engineering
		Korean	Acting and Filmmaking [1]
			School of Global Core Education [2] [3]

[1] : Applicants for the Department of Acting and Filmmaking are required to submit materials (a video clip or portfolio for practical screening.

[2] : All Korean track applicants, EXCEPT for those applying to the Department of Acting and Filmmaking, MUST apply to the School of Global Core Education.

[3] : Among the applicants for the School of Global Core Education, ones who plan to major in the College of Music & Arts from their second year are also required to submit relevant artworks(video clip or portfolio) for practical screening.

Selection of Major/Department on the Online Application

(For Applicants to the School of Global Core Education Only)

- All applicants in the Korean track will be admitted to their respective departments starting from the 2nd year, upon the completion of their 1st year study at the School of Global Core Education.
- Applicants for freshmen admission MUST select the majors/departments in which they will enroll in starting from the 2nd year during the online application.

Majors for 2nd - 4th Year

Jukjeon Campus

Area	College	Majors / Deparments	
Humanities	Humanities	Korean Language and Literature, History, Philosophy, British and American Humanities	
	Law	Law	
	Social Science	Political Science and International Relations, Public Administration, Counseling	
		Urban Planning and Real Estate Studies	[Urban and Regional Planning], [Real Estate]
		Media Communications	[Journalism] [Media Contents] [Advertising and Public Relations]
	Business and Economics	Economics, International Trade	
		Business Administration	[Business Administration] [Accounting]

Area	College	Majors / Deparments		
Sciences	Engineering	Electronics and Electrical Engineering, Semiconductor Convergence Engineering, Civil and Environmental Engineering, Mechanical Engineering, Chemical Engineering		
		Polymer Science and Engineering	Polymer Science & Engineering, Fiber System Engineering	
		Architecture	Architecture (5 years), Architectural Engineering	
	Software Convergence	Software Science, Computer Engineering, Statistics Data Science		
Arts	Music · Arts	Ceramic Arts*		
		Design*	Visual Communication Design, Fashion Merchandise Design	
		Theater and Film*	Musical(Acting)	
		Dance*(Korean Traditional Dance, Ballet, Modern Dance)*		
		Music*	Piano, Vocal Music, Music Composition	
			Instrumental Music	String	Violin, Viola, Cello, Double Bass
				Wind (Woodwind instrument)	Flute, Oboe, Clarinet, Bassoon
				Wind (Brass instrument)	Horm, Trumpet, Tenor Trombone, Bass Strombone, Tuba
				Percussion	
			Korean Traditional Music	Instrumental Music(Pipe	Pipe, Daegeum, Haegeum, Ajaeng, Sogeum, Danso
				Instrumental Music (String)	Geomungo, Gayageum
				Instrumental Music (Percussion)	Janggo·Gong
				Vocal	Jeongga, Pansori, Confucian
				Theory, Composition	

- Applicants for departments marked with an asterisk (*) must submit related materials for practical screening (video or portfolio).
- In the context of the recruitment unit, departments enclosed in brackets "[ ]" indicate majors.
- Applicants for Korean traditional music should contact the Global Education Team 1 before submitting an online application to check specific major criteria.
- Students majoring in Architecture (5-year program) must complete the Specialized Architecture Education Course, which leads to a
- Certificate from the Korea Architectural Accrediting Board (KAAB). Students in the Department of Engineering (excluding Architecture majors) must complete the Specialized Engineering Education Course, which leads to a Certificate from the Accreditation Board for Engineering Education of Korea (ABEEK).

Cheonan Campus

Area	College	Majors / Deparments	
Humanities	Foreign Language	Asian and Middle Eastern Studies	Chinese Studies, Japanese Studies, Mongolian Studies, Middle Eastern Studies, Vietnamese Studies
		European and Latin American Studies	German, French, Spanish, Russian, Portuguese
		English, Global Korean Language	
	Public Service	Public Policy, Social Welfare, Food and Resource Economics	
	Health Science	Health Administration	
Natural Science	Bio Convergence	Life Resources	Crop Science and Biotechnology, Animal Biotechnology, Environmental Horticulture, Landscape Architecture
		Biomedical Science	Biological Science, Microbiology
		Food Engineering	
	Science and Technology	Mathematics, Physics, Chemistry, Food Science and Nutrition, Materials Science and Polymer Science and Engineering Engineering, Energy Engineering, Management Engineering	
Art · Physical Fitness	Arts	Literary Creative Writing	
		Fine Arts*	Crafts Design, Oriental Painting, Western Painting, Sculpture
		New Music*	Music Technology Jazz Performance, Singer Songwriting
	Sports Science	Recreation and Leisure Sports, Sports Management	
		International Sports Studies	Exercise Prescription and Rehabilitation, International Sports Studies, Taekwondo

Applicants for departments marked with an asterisk (*) must submit the relevant artworks for practical screening (video clip or portfolio).

02 | Important Documents

A　Residence Card

For students who entered Korea after obtaining a visa from their home country.

No	Required Documents	Details	Notes
1	Application Form	• Name (in English), accurate passport number • Korean Address: Write the address exactly as shown on your housing contract or proof of residence • Contact number in Korea (must include the area code) • Photo: Color passport-style photo taken within the last 6 months (no hats, no sunglasses)	Issuance of the residence card may be delayed if: • The photo was not taken within the last 6 months • A previously submitted photo is used • The photo is edited, photoshopped, or AI-generated • The face appears too small • The photo size is incorrect • The photo does not meet the required specifications
2	Residence Card Issuance Fee	KRW 35,000 (cash only)	
3	Copy of Passport	Copy of the information page and visa page	
4	Certificate of Enrollment	• Issued through the CS Center (in the form of an official certificate: Portal → Internet Certificate Issuance → Print Enrollment/Leave of Absencce Certificate) • Must be printed by the student	Refer to the Internet Certificate Issuance Guide
5	Proof of Financial Resources	Financial statement or foreign currency remittance record	
6	Proof of Residence	Submit one of the following: • Dormitory: Dormitory confirmation issued by the office • Rental Housing: Copy of rental contract, confirmation of contract details by lanlord • Friend's/Other's House: Handwritten residence confirmation, copy of lanlord's ID	Must submit one of the three documents listed

※ Do not leave Korea before receiving your residence card. Otherwise, your visa will be cancelled/invalid.

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1. Application Form

확 인 서
(Confirmation Letter 确认书)

담당자 : ~~DO NOT WRITE ANYTHING HERE~~

○(한국어) 외국인 유학생(D-2,D-4) 및 유학생에 동반하는 외국인(F-3 등)은 유학경비 및 체류경비를 국외에서 조달하여야 하며, 이 금원으로 학비조달 및 생활비에 정상적으로 사용되어야 합니다. 또한 은행 잔고증명서를 발급받은 후 입금된 금액을 대거 인출한 경우에는 추후 체류자격변경 및 체류기간연장이 불허될 수 있음을 고지 받았습니다.

○(영어) Those who hold D-2(Student)/D-4(Language trainee) visas, including their dependents(F-3 visas), are required to finance the cost of attendance(COA) from their home country and prove that the cost is enough to afford the tuition and living expenses for their daily use.
Now you are fully advised and noticed that the act of money-withdrawal in a mass, after getting issued the bank statement, could severely damage the reliability and validity of the very statement, may leading to disapproval on the application for visa change and extension.

○(중국어) 外国留学生(D-2,D-4)与留学生陪同(F-3 等)人员的留学经费及滞留经费要从国外筹资。且，该资金要正常用于学费缴纳及生活费的支付。如果，提交银行存款证明后进行大额度的取款时，有可能拒绝以后的滞留资格变更及延期申请。
我已被告知上诉所有内容。

YYYY 년(Year 年) **MM** 월(Month 月) **DD** 일(Day 日)

· 확인자(Confirmer 确认人) : **YOUR NAME**

· 서명 (Signature 签名) : **YOUR SIGNATURE**

· 생년월일(Birthdate 出生年月日) : **YOUR DOB (YYYY.MM.DD)**

Size

4,5cm / 3,5cm / 3,2cm ~ 3,6cm

Eyes and Glasses
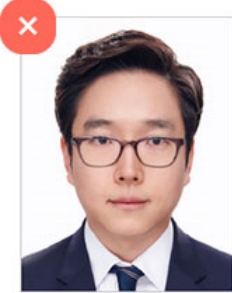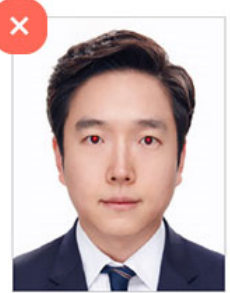
Covering pupils | Red eye | Wearing colored contact lenses
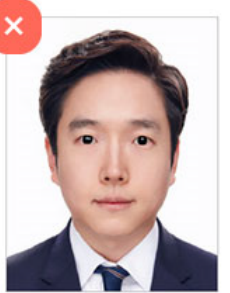
Quality and Lighting
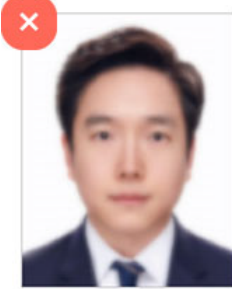
Low quality | Light reflection | Shadow

Face Orientation
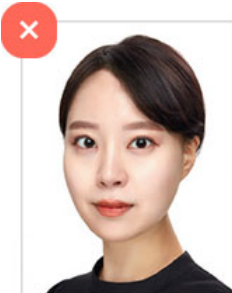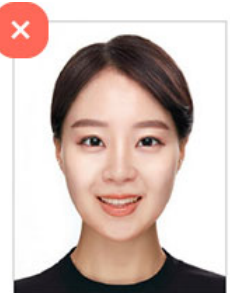
Side profile | Showing teeth | Hiding the face

Clothes and Accessories

Wearing a hat | Light reflection | Religious clothing

After receiving your residence card, please open a bank account and enter your bank information into the school web system.

D-2 VISA Extension

Students need to extend their visa before the expiration date. Students can either submit their documents to the university or do it themselves online.

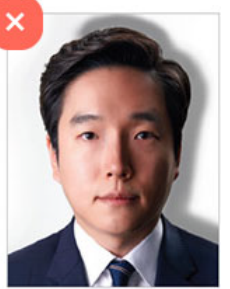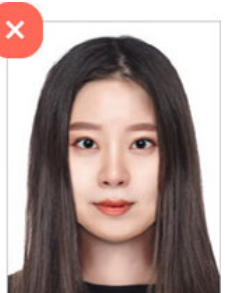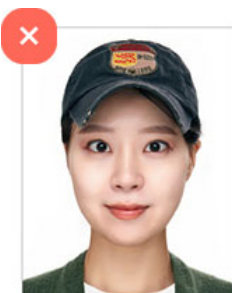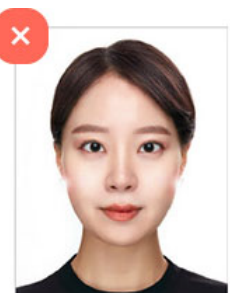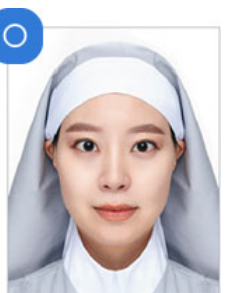| No	Required Documents	Details	Notes
1	Application Form	• Fill in name and passport number correctly • Fill in the Korean Address from your visa documents • Include Korean contact number	• If reissuing, photos that were previously submitted are not accepted
2	Residence Card	Submit the card (ensure the back side is not fully used)	If the back side has inssuficient space for additional entries, a new card must be issued (issuance fee: KRW 35.000)
3	Revenue Stamp	Submission must be made with KRW 60,000 revenue stamp (cash payment is not accepted) • Available at Woori Bank branches	
4	Passport Copy	Copy of the information page and visa page	
5	Certificate of Enrollment	• Issued through the CS Center (in the form of an official certificate: Portal → Internet Certificate Issuance → Print Enrollment/Leave of Absence Certificate) • Must be printed by the student	Refer to the Internet Certificate Issuance Guide
6	Academic Transcript	• Issued through the CS Center (in the form of an official certificate: Portal → Internet Certificate Issuance → Print Academic Transcript) • Must be printed by the student	Confirm there is no unpaid national health insurance Confirm there is no unpaid taxes (vehicle, local, income) https://www.wetax.go.kr
7	Proof of Financial Resources	Financial statement of foreign corrency remittance record	
8	Registration Fee Receipt	Issued through the CS Center or the school web system (Portal → Internet Certificate Issuance → Tuition Payment Certificate)	Optional
9	Proof of Residence	Submit one of the following: • Dormitory: Dormitory confirmation issued by the office • Rental Housing: Copy of rental contract, confirmation of contract details by landlord • Friend's/Other's House: Handwritten residence confirmation, copy of landlord's ID	Must submit one of the three documents listed

Please check in advance if you are ineligible for visa extension on (e.g., unpaid taxes, national health insurance). The Residence Card takes approximately one month to be issued (WeChat ID: Global_DKU)

Online Visa Extension

1. Go to **https://www.hikorea.go.kr**

2. Log into your account or sign up if you don't have one

3. In the top menu, go to "민원신청" → "전자민원"

4. Click "본인민원신청", then select "등록외국인의 체류기간연장허가" (Extension of Stay for Registered Foreigners)
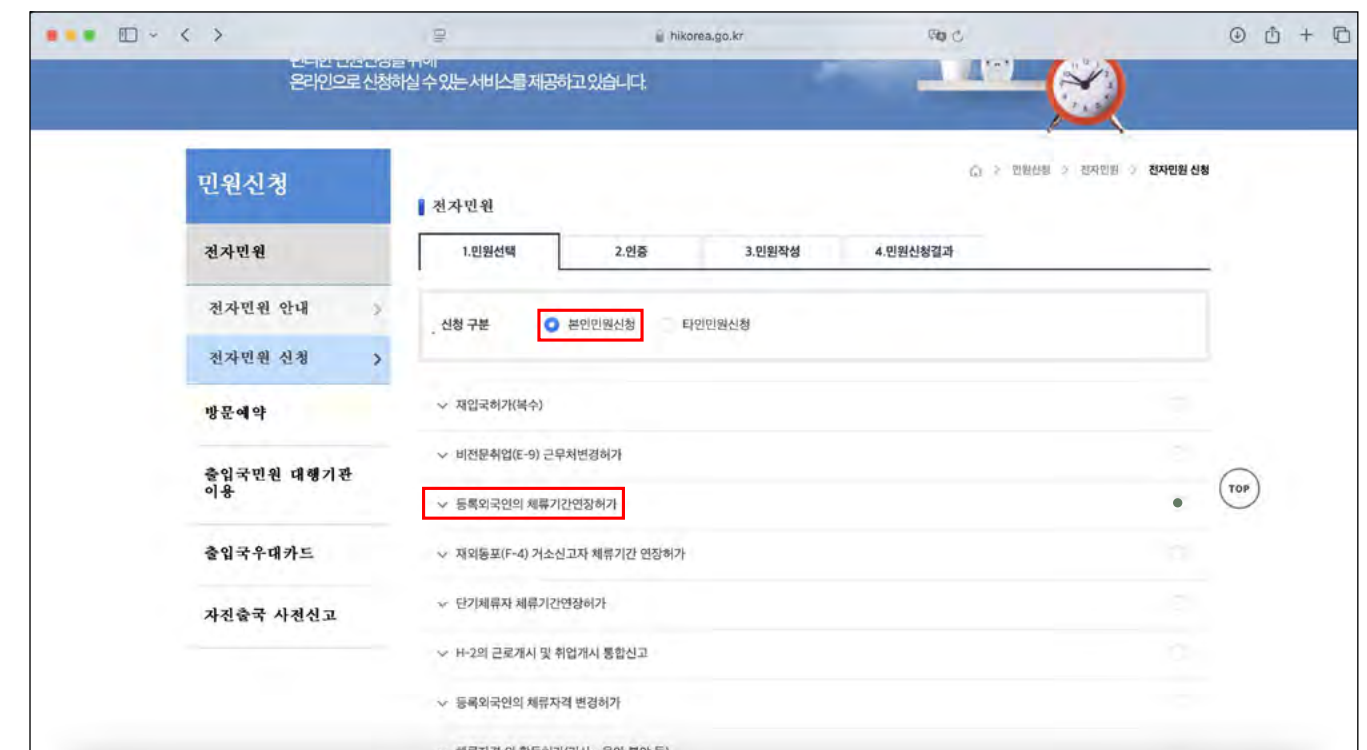
5. Fill out the application form with your personal information

6. Upload the required documents

7. Proceed to payment

8. Submit the application

Check Application Status

Be sure to check your application status regularly through the HiKorea portal, as additional information or documents may be requested. Only once the application shows "Approved" will your visa extension be officially confirmed.

In the top menu, 정보조회 → 전자민원 → 전자민원현황

International Hall 105

At the beginning of every semester, students must visit International Hall, Room 105, to complete their enrollment report (재학신고) and visa extension (비자 연장) if needed. Freshmen must also complete their Residence Card application (외국인등록증 발급 신청).

Please make sure to complete the required registration before the deadline. The registration period will be announced in the group chat at the start of each semester. Students must also bring the appropriate documents when visiting.

Failure to complete the 재학신고 process may result in serious consequences for a student's visa status, including possible shortening or cancellation of the visa by immigration authorities, which could lead to losing the legal right to stay in Korea.

Room 105 is the first room you will see upon entering the International Hall.

D Re-Issuance and Reporting Change of RC

In the following cases, students should report changes in registration details or apply for re-issuance of an Residence Card at the nearest Korea Immigration Service within 14 day from occurrence:

- Loss of Residence Card
- When the Residence Card is damaged/unreadable
- Changes in passport number, date of issuance or date of expiration
- Details of the institution or organization hosting a foreign student with following visa status changes
- When there is not enough room to mark current information
- Changes in name, gender, date of birth or nationality

Process

1. **Prepare required documents**
   Passport, Application form, 1 Photo (3.5X4.5cm), Cash (35,000 WON)

2. **Apply for issuance of your documents**
   Visit the immigration Office website https://www.hikorea.go.kr, enter the reserve visit service and apply with the required information.

3. **Visit the immigration Office**
   Visit the immigration Office you applied to, submit your documents, and pay the fee.

4. **Receive new Residence Card**
   Visit the immigration Office again to received the re-issued RC

If a registered foreigner does not report the aforementioned changes to the Residence Card within 14 days after the change, s/he will be considered to be in breach of the Immigration Act - Art. 35 and will be fined accordingly.

E Change of Residence Address

Students who change their place of residence are required to report the new address to the local Immigration Office. The report must be done within 14 days of moving, or students must pay a penalty fine.

Moving to a new residence → Prepare documents: 1. Residence Card 2. Passport 3. Residency Proof → Visit nearest Immigration Office or Local Community Center → Approval of change of residence report
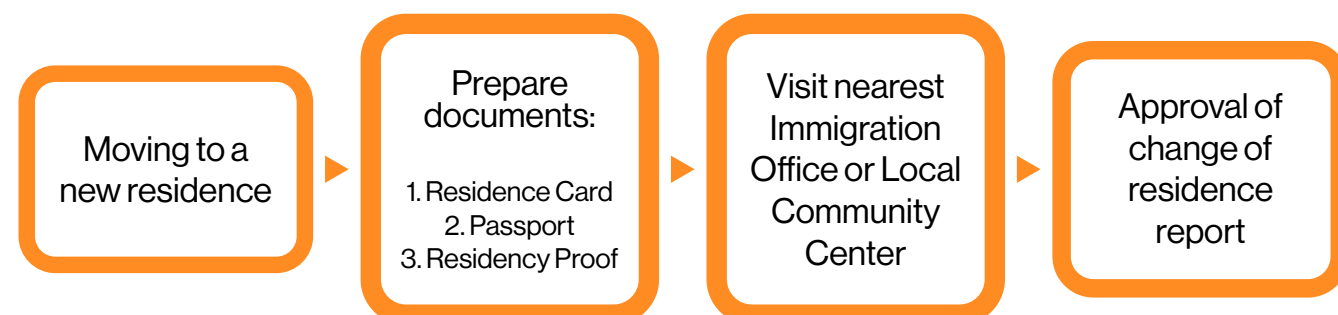
Immigration Office or Local Community Center

Jukjeon3-dong Community Service Center (죽전3동 행정복지센터)

Address	경기 용인시 수지구 대지로 42
	42, Daeji-ro, Suji-gu, Yongin-si, Gyeonggi-do, Republic of Korea
Operational Hours	09:00-18:00 (공휴일 제외)
Tel	031-324-8126

Transportation

BUS **25**, stop **대지초등학교** (20min)
BUS **59**, stop **대지초등학교** (30min)
BUS **102**, stop **대지중학교** (25min)

Bojeong-dong Community Service Center (보정동 행정복지센터)

Address	경기 용인시 기흥구 죽전로 40
	40, Jukjeon-ro, Giheung-gu, Yongin-si, Gyeonggi-do, Republic of Korea
Operational Hours	09:00-18:00 (공휴일 제외)
Tel	031-324-6772

Transportation

BUS **24**, stop **보정동행정보지센터** (18min)
BUS **8100**, stop **보정동행정보지센터** (16min)

Suwon Immigration Office (수원출입국외국인청)

Address	경기도 수원시 영통구 반달로 39 39, Bandal-ro, Yeongtong-gu, Suwon-si, Gyeonggi-do, Republic of Korea
Operational Hours	09:00-18:00 (공휴일 제외)
Tel	031-695-3817

Transportation

BUS **24**, stop **죽전역.신세계백화점** → SUBWAY **수인분당선**, stop **영통역** (55min)

Suji-gu Public Health Center (수지구청/수지보건소)

Address	경기 용인시 수지구 풍덕천동 포은대로 435 수지구청,수지보건소 435, Poeun-daero, Suji-gu, Yongin-si, Gyeonggi-do, Republic of Korea
Operational Hours	09:00-18:00 (공휴일 제외)
Tel	031-324-8114

Transportation

BUS **720-3**, stop **수지구청** (25min)
BUS **24**, stop **죽전역.신세계백화점** → BUS **1** or **82** stop **롯데마트 앞** (31min)

F Part-time Work Permit for International Students

D-2 VISA

D-2-2 visa holders with a GPA of 2.0 (C average) or higher in the previous semester.

* Students who do not meet Korean language requirements, those who have completed their programs, or those whose attendance and GPA indicate difficulty in managing both studies and work may be restricted from applying for a part-time work permit. For students who entered Korea after obtaining a visa from their home country.

Program & Year	Korean Language Proficiency	Weekday Working Hours	Weekend/Sem Break Working Hours
Bachelor's Degree (1st–2nd year)	• TOPIK Level 3+ or KIIP Pre-test ≥ 61 • Sejong Institute Intermediate 1+	X = 10 hrs O = 25 hrs	Unlimited = 30 hours
Bachelor's Degree (3rd–4th year)	• TOPIK Level 4+ or KIIP Pre-test ≥ 81 • Sejong Institute Intermediate 2+	X = 10 hrs O = 25 hrs	Unlimited = 30 hours

English Track students are permitted to work up to 25 hours on weekdays and 30 hours on weekends or during semester breaks.

Required Documents

1. Part-time work confirmation letter (It must be signed by teacher in charge)
2. Standard Employment Letter (근로계약서)
3. Copy of Certificate of Business Registration (사업자 등록)
4. Academic transcript
5. TOPIK score report
6. Employer's ID card

Application Procedure

1. Prepare all required document
2. Visit the International Office (Room 317) → Signature of the international student advisor
3. Apply at the Immigration Office or via the HiKorea website.

• Online e-application or in-person (reservation required)
  * For more details, visit www.hikorea.go.kr or call ☎ 1345

외국인 유학생 시간제 취업 확인서

대상자	성 명	KIM DANKOOK		외국인 등록번호	050101 8837023
	학과(전공)	미디어커뮤니케이션		이수학기	2
	전화번호	010 1234 5678		e-mail	kimdku@dankook.ac.kr

취업 예정 근무처	업 체 명	Company Name			
	사 업 자 등록번호	Business Registration Number		업종	Business Type (Food, clothing, etc)
	주 소	Business address			
	고 용 주	Employer (인 또는 서명)		전화 번호	010 8765 4321
	취업기간	Duration of work		급여 (시급)	10,030원

근무시간		평 일 : 총 10 시간					주말 : 총 10 시간	
	요일	월	화	수	목	금	토	일
	시간	3	3			4	5	5

위 유학생은 본교에 재학하고 있는 학생으로서 현재의 학습 및 연구 상황으로 볼 때, 상기 예정된 시간제취업 활동을 통해서는 학업(또는 연구 활동)에 지장이 없을 것으로 판단되므로, 이에 확인합니다.

2025 . 03 . 10

※ 시간제취업허가 [한국어능력기준 제출자]허용시간은 어학연수생은 주당 20시간, 학부과정은 주당 20시간 이내(인증대학은 25시간), 석박사과정은 주당 30 시간 이내임.

▶ 한국어능력기준(토픽 기준) : 어학연수 2급, 전문학사 3급, 학사(1~2학년) 3급, 학사(3~4학년) 4급, 석박사 4급이상 ◀

   – 한국어 능력기준 미달할 경우 허용시간은 어학연수생과 학부생 10시간, 석박사과정 15시간으로 제한 –

※ 시간제취업 허가 전 취업할 경우 [유학생과 고용주] 모두 처벌될 수 있습니다.
   (허가된 근무처에서만 취업 활동 가능)

수원출입국·외국인청(사무소·출장소)장 귀하

유학생 담당자 확인란	소속	단국 대학	성명	(인 또는 서명)
	인증대학 여부	해당■ 비해당□		
	직위 (연락처)			

Bring the document to the International Office and this part will be filled by the teacher.

International students staying in Korea are subject to a mandatory subscription to National health insurance from March 1, 2021.

Eligibility for Coverage

- D-2 visa holders: From residence registration date(first entry)
- D-4 visa holders: From 6 months after entry date

Contributions

Monthly Contributions for International Students (2025): **approx. KRW 76,390**
(For those who enroll on or after March 1 / This is the already-discounted amount. Please note that the exact contribution may differ depending on each individual's circumstances.)

Contribution Reduction

- A 50% discount is applied for eligible students
- Eligibility: annual household income ≤ KRW 3.6 million and assets ≤ KRW 135 million
- Students who are not eligible must pay the full fee (approx. KRW 135,000/month)

Payment Schedule

- Contributions for the following month must be paid by the 25th of the current month
- Example: April 2025 contribution → due by March 25, 2025
- Bills are issued around the 10th of each month

Payment Methods

- Automatic transfer (bank account or credit card)
- NHIS website
- NHIS branch office
- Bank or convenience store

To apply for electronic billing, automatic transfer, or register a refund account:
Call NHIS, visit the NHIS website, or go to a local branch office

Website
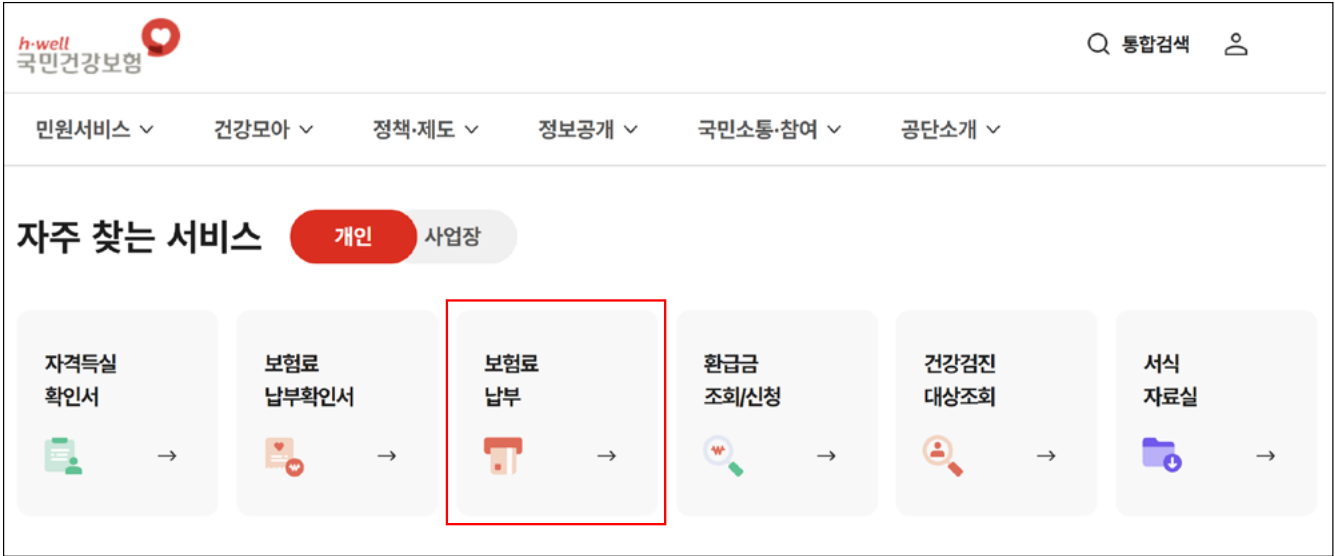
Application
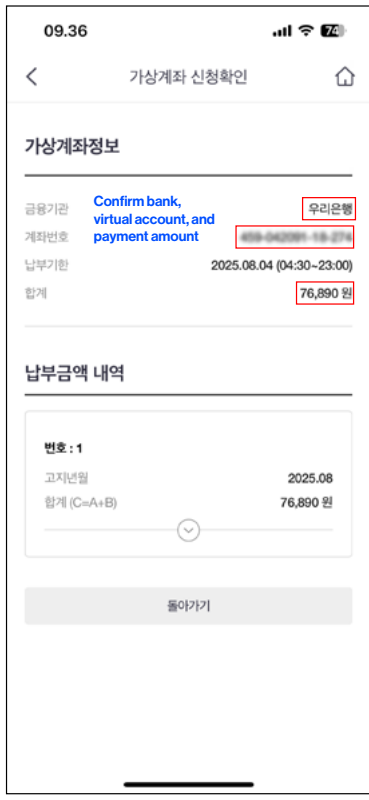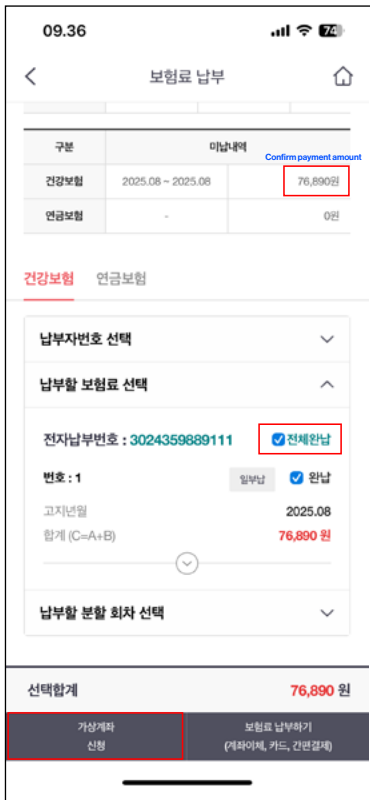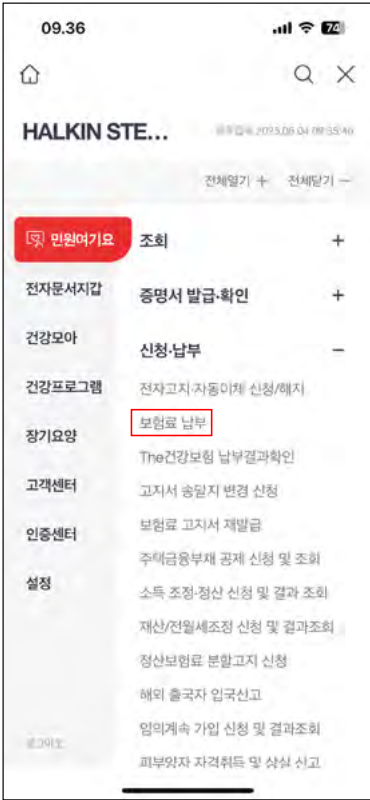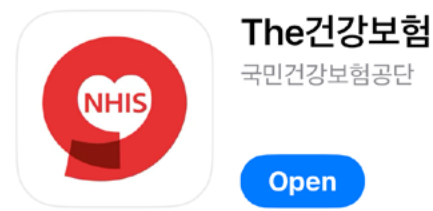
Letter
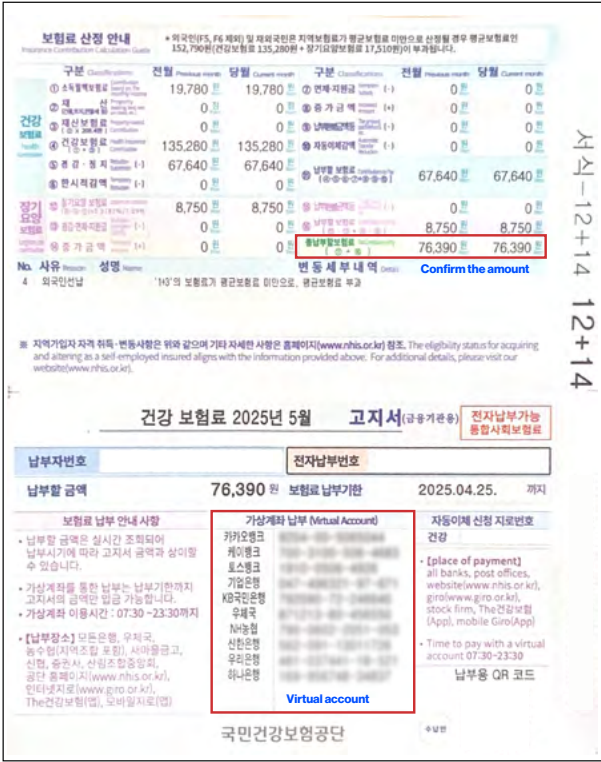
Insurance Benefits

Same Benefits as Korean Citizens

International students enrolled in the National Health Insurance receive benefits equal to those of Korean citizens, including:

- Dental and oriental medical treatment
- Health checkups
- Pregnancy and childbirth-related medical expenses (National Haengbok Card)

Exclusions

Benefits do not cover non-essential treatments, such as those for diseases that do not affect work or daily life (e.g., plastic surgery).

Co-payment Rates

Patients share part of the medical costs as follows:

- Outpatient services: NHIS covers 40%–70% of expenses, and patients are responsible for the remaining 30%–60%, depending on the type of institution and treatment
- Hospitalization: NHIS covers 80% of expenses, and patients pay the remaining 20%.

Consequences of Nonpayment of NHIS Contributions

Restriction on Health Insurance Benefits

Effective Date: Health insurance benefits at medical care institutions are unavailable from the first day of the month following the payment deadline until the outstanding contribution is fully paid.

Restrictions on Visa Extension

General Rule: Your stay in Korea may not be extended by the Korea Immigration Service if NHIS contributions are unpaid.

Exceptional Cases: The restriction on visa extension does not apply if:

- The outstanding contribution is less than KRW 500,000
- Other debts in arrears are less than KRW 100,000

Dispositions on Default

Demand for Payment: The NHIS may demand payment by a specified period.

Compulsory Collection Procedures: If payment is not made by the specified period, the NHIS may initiate compulsory collection procedures, which can include seizure of assets, automobiles, bank deposits

Video Guide

Korean	English	Chinese	Vietnamese
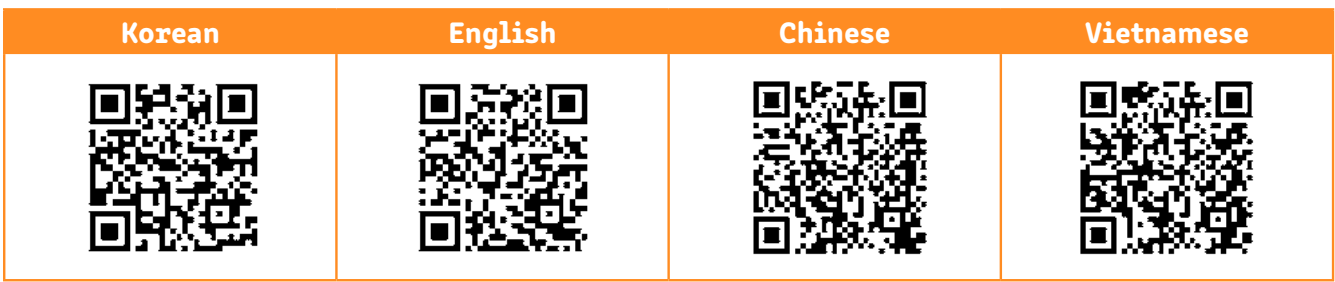
H SIM Card

Prepaid SIM Cards (Short-Term Use)

In Korea, prepaid SIM cards usually come in data packs (where you recharge your data plan for up to 90-days), or unlimited plans that last for a certain number of days (usually between 5 – 30 days). Purchasing a prepaid SIM card gives you the option of having a phone in Korea without the hassle of creating a Korean bank account or waiting for your Residence Card to come through. When you go to set up your prepaid SIM card, however, you will need to bring your passport and, in some cases, your proof of entry into Korea, which you will receive upon arrival at the airport.

Monthly Phone Plans (Long-Term Use)

If you are staying in Korea for a longer period of time, setting up a phone subscription plan might be a more cost-effective option to consider. To set up a monthly phone plan, you will need to bring a valid passport, your Residence Card, as well as proof of a Korean bank account. With the monthly plan, your phone bill can be paid via automatic withdrawal (Direct debit), wire transfer or credit card.

3 Major Telecommunication Companies in Korea

Company	Contact
SKT (T World)	https://www.tworld.co.kr Call center: 080-252-5011
KT	https://www.kt.com Call center: 100
LG U+	https://www.lguplus.com Call center: 114

It is recommended that students first purchase a prepaid SIM card before receiving their Residence Card, as having a phone number will be helpful when opening a bank account and signing up for a monthly phone plan later on.

Order
Prepaid SIM → Receive RC → Open Bank Account → Monthly Phone Plan → Update Phone Number with Bank

I Bank Account

Opening a bank account is highly recommended during students' stay in Korea, as it makes managing finances, receiving refunds, and paying for various services much more convenient. Students can easily open a bank account at the Woori Bank branch located on campus. Having a local bank account will also be useful for receiving scholarship payments, transferring money, and making online or mobile payments while living in Korea

Required documents

1. Identification (passport, residence card)
2. Money to deposit
3. Certificate of Enrollment
4. Korean mobile phone number (for SMS verification)

Procedure

1. Upon entering the bank, take a queue number and wait for your number to be called
2. Go to the teller desk when your number is displayed on the display board
3. Explain your purpose for visiting the bank (bank account opening, remittance, deposit, etc.). Ask to issue debit card if necessary

   » A Debit Card (Check Card) can be used to make deposits or withdrawals through an ATM, and also as transportation card.
4. Fill in the forms and submit as directed by the bank teller
5. Keep your bankbook and debit card safe

   » Never disclose your PIN or password to others.

03 | Academic Services

A DKU Mobile APP, Campus Portal

Both the Dankook mobile app and the web portal serve as platforms for managing academic and administrative matters, including university announcements, grade inquiry, dormitory applications, and course registration.

Students can access to the Campus Portal and DKU Mobile Application with their ID (student number) and Password (the initial password is the D.O.B of the student, 6 digits).

DKU Mobile App

Search "Dankook"or "DKU" through App Store or Play Store to download the application.

iOS   Android
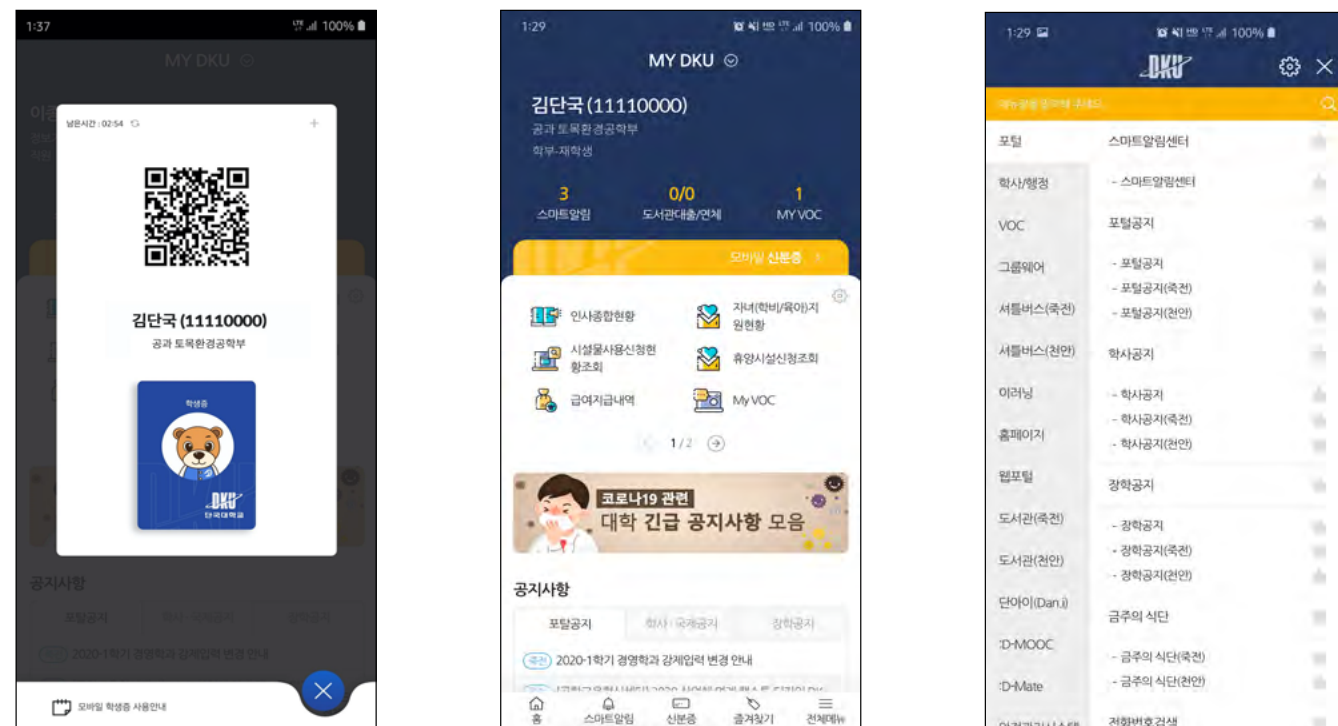
You can also access your mobile student ID through the DKU app.

Campus Portal

Students can access the DKU portal through the address **https://portal.dankook.ac.kr** or the mobile application.
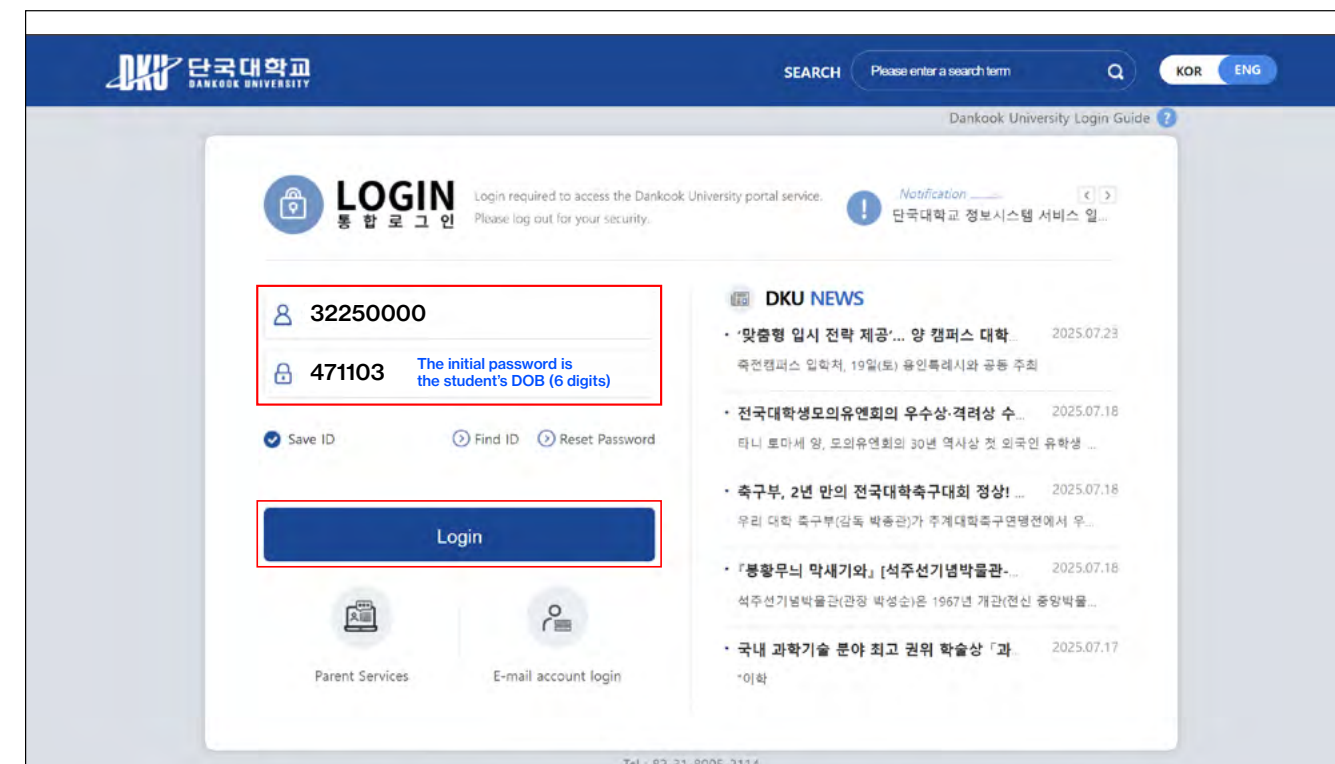
B International Student Announcement Board

Students are recommended to check the announcement board regularly to get the latest announcements and important notices on school events, academics, and scholarships.

Students can see the notice board on the portal's home page.
DKU Portal → International → Click the '+' button
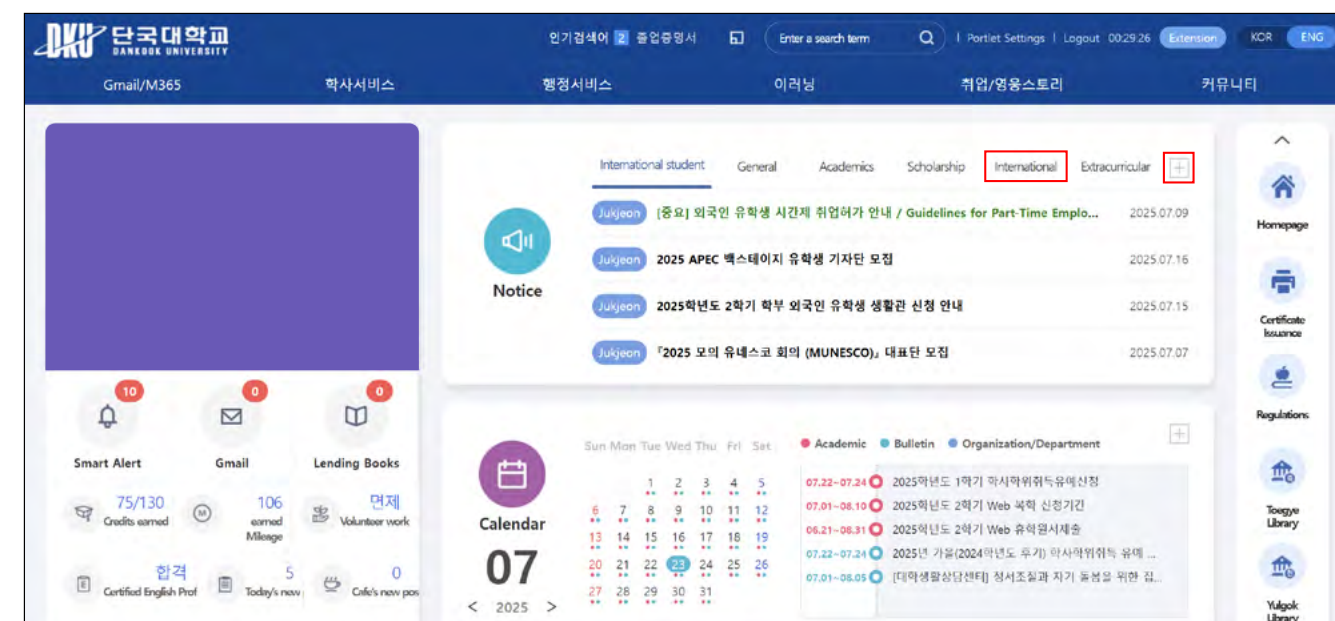
C Scholarships and Tuition Fees

Students will be automatically offered scholarships based on the language test scores and the GPA of the previous semester. The scholarship amount (fee waived) will appear on the tuition invoice (등록금고지서).

Korean Track

Admission Criteria	TOPIK	Year	GPA	Scholarship	Dormitory Fee Waiver Condition
2023-2~	Non TOPIK Holder / Level 2 or Below	Any	4.0 or higher	20%	3.0 or Higher
			3.5 to below 4.0	15%	
			3.0 to below 3.5	10%	
	TOPIK Level 3 Holder / Completed Sejong Korea Intermediate 1	1st - 2nd	4.0 or higher	50%	2.5 or Higher
			3.5 to below 4.0	40%	
			3.0 to below 3.5	30%	
	TOPIK Level 3 Holder / Completed Sejong Korea Intermediate 1	3rd - 4th	4.0 or higher	20%	3.0 or Higher
			3.5 to below 4.0	15%	
			3.0 to below 3.5	10%	
	TOPIK Level 4 or Higher / Completed Sejong Korea Intermediate 2 or Higher	Any	Highest GPA among those with 4.0 or higher (1 person per year)	100%	2.5 or Higher
			4.0 or higher	60%	
			3.5 to below 4.0	50%	
			3.0 to below 3.5	40%	
			2.5 to below 3.0	30%	

English Track

Eligibility	GPA	Scholarship
Current Students (2nd - 8th Semester)	4.3 or higher	100%
	4.0 to below 4.3	70%
	3.5 to below 4.0	50%
	3.0 to below 3.5	30%

GPA refers to the average grade of the previous semester.

TOPIK Scholarship

Category	Scholarship
Students who take TOPIK (Year 1 students only)	TOPIK application fee
Students who get TOPIK Level 4 for the first time (Year 1 students only)	KRW 500,000
Students who get TOPIK Level 4 for the first time (Year 2 and 3 students only)	KRW 300,000

TOPIK Scholarship and application fee waiver cannot be received at the same time

Tuition Fees

* Below are the tuition fees for academic year of 2025 and may be subject to change every year.

College	Department		Tuition Fee
Humanities	Jukjeon:	Humanities, Law, Social Science (excluding Media Communication), Business and Economics (Global Business Administration)	KRW 4,230,000
	Cheonan:	Foreign Languages, Public Service, Helath Science (Health Administration), Arts (Literary Creative Writing)	
Science	Jukjeon:	Social Science (Media Communication), Software Convergence (Information Statistics)	KRW 4,991,000
	Cheonan:	Natural Sciences (Mathematics)	
Sports	Cheonan:	Sport Science	KRW 4,881,000
Engineering	Jukjeon:	Engineering, Software Convergence (Software Science, Computer Engineering)	KRW 5,570,000
	Cheonan:	Natural Sciences (excluding Mathematics), Life Sciences and Biotechnology	
Arts	Jukjeon:	Music & Arts	KRW 5,803,000
	Cheonan:	Arts (excluding Literary Creative Writing)	
International Studies (Humanities)	Jukjeon:	International Business Administration, Korean Studies	KRW 6,376,000
International Studies (Engineering)	Jukjeon:	Mobile Systems Engineering, Bio and Material Engineering	KRW 6,799,000

Tuition fees for the 2025 academic year are expected to change due to the restructuring of admissions and college units.

D Course Registration

It is recommended to use the **'Course Registration Helper'** when registering for courses every semester. Major subjects, electives, general course requirements can be found by the course title as a keyword.

On course registration day, students should sign in to apply for their courses during the registration time frame.

1. Login to the Campus Portal with your ID (student number) and Password.

2. Click the 'Web-info(school affairs)' menu and then go to 'Web-info System'

3. Click the 'Academic' button, then select 'Class management' on the left side of the screen.

4. Click 'Enrollment' for details and then choose 'Course registration helper' from the list.

5. Students will now see the Course registration helper page. Students can search and add subjects in the helper and make a list of subjects beforehand. It wil help students to save time and avoid any troubles during the registration process, especially for subjects with limited seats.

Adding and Removing Courses in the Helper

1. To add subjects to your helper, first choose between the options of 교양/전공 (Elective/Major), and 죽전/천안 (Jukjeon/Cheonan). Then type the class title in the search box and click the [SEARCH] button.

2. When you find the course you want in the search results, click [추가] to add.

3. To remove the classes you added, simply click on the [삭제] button in the table.

Course Registration (Using the Course Registration Helper)

1. Log in to your account in the course registration website.

2. Students will see the list of the courses they added earlier into the helper.

3. To register, double click on the subject title of each course.

4. See the '수강신청내역' section located at the bottom part of the page to check whether the registration was successful.

5. Double check whether you are registering in the right classes as there can be multiple lecturers for a course in some subject areas.

6. Click the 삭제 (delete) button next to the course you want to remove.

Timetable Structure

Class		Time
Day **30 minutes/period**	1st Period	09:00 - 09:30
	2nd Period	09:30 - 10:00
	↓	↓
	18th Period	17:30 - 18:00

Class		Time
Night **50 minutes/period**	19th Period	18:00 - 18:50
	20th Period	18:55 - 19:45
	↓	↓
	24th Period	21:35 - 22:25

Exams and Grading System

Exam Period

Semester	Exam	Period
Spring	Midterm	Mid April
Spring	Final	Mid June
Fall	Midterm	Mid October
Fall	FInal	Mid December

DKU uses a grading system of A-F, or a Pass/Fail for some courses. Most universities in Korea have similar examination schedules as below.

Grading System

	Mark	Grade	Grade Point
Results	95 - 100	A+	4.5
	90 - 94	A	4
	85 - 89	B+	3.5
	80 - 84	B	3
	75 - 79	C+	2.5
	70 - 74	C	2

After the final examination week ends, students can check their final grades through the web portal. Usually, students are required to complete a teaching evaluation section before they can view their final results.

How To Check Your Grades/Examination Scores

Please access the Web-info System, and go to **'Grade management'**, under the **Academic** menu, to check the examination scores or final grades.

F Graduation Requirements

Students are required to fulfill the college or major credit requirement, language requirement and also some special requirements set by the college or department, to which the student belongs. Especially for international students, a language proficiency certificate is included in graduation requirements.

Example

Major	Credit Requirement			College Requirement	Language Requirement
	General Courses	Major Courses	Total		
Fashion Merchandise Design	34+	82+	130+	Graduation Project (Fashion Show)	TOPIK 4 or Above
International Business (English Track)	34+	82+	130+	Graduation Exam	None

Students can find if they have remaining credits, incomplete compulsory subjects, or other outstanding graduation requirements by using the 'Self-diagnosis simulation'.

P (Passed) and N (Not Passed) signs show whether students passed or not based on certain criteria. Insufficient credits in each criteria for graduation is also shown on this page.

G   Attendance System

DKU applies three attendance classifications which are **ATTENDANCE**, **TARDY**, and **ABSENCE**. Professors usually check attendance at the beginning of the class. Students should be aware that if they receive more than 3 absences in a course, it will automatically be considered a **FAIL** according to DKU academic regulations. Students can check their attendance status through the Web-info System in the **'Lecturing management'** tag, under the **'Class management'** menu.

Public Holidays

Dankook University follows the official national public holiday schedule of South Korea. On these days, classes are not held, and most university offices and facilities will be closed, including administrative departments and academic offices.

Some key public holidays include:

신정	New Year's Day	January 1
설날	Seollal (Lunar New Year)	3-day holiday in late January or February
삼일절	Independence Movement Day	March 1
어린이날	Children's Day	May 5
부처님오신날	Buddha's Birthday	date varies by lunar calendar
현충일	Memorial Day	June 6
광복절	Liberation Day	August 15
추석	Chuseok (Korean Thanksgiving)	3-day holiday in September or October
개천절	National Foundation Day	October 3
한글날	Hangeul Day	October 9
크리스마스	Christmas Day	December 25
*개교기념일	*School Anniversary	November 3

Please note that make-up classes may be scheduled depending on the academic calendar. Additionally, some campus services such as convenience stores and dining halls may operate on reduced hours during public holidays.

Excused Absence (유고결석)

Students who are unable to attend class due to unavoidable reasons may apply for an excused absence through the university system. Once approved, attendance will be recognized for the affected dates. Applications must include valid reasons and supporting documents.

Recognized Reasons for Absence

1. General Reasons

Reason	Recognized Period	Required Documents
Death of spouse or immediate family member	7 days from the date of death	Death certificate and proof of family relationship
Death of a relative within 4 degrees (Note 1)	3 days from the date of death	Death certificate and proof of family relationship
Student's own wedding	20 days	Wedding certificate
Spouse's childbirth	5 days	Birth certificate and proof of family relationship
Hospitalization or serious illness preventing class attendance, or injuries (Note 2)	Within 2 weeks	1. Medical certificate or hospitalization confirmation indicating period 2. Proof of treatment
Health check-up	Day of check-up	Health check-up notification
Military training	Duration of training	Training attendance certificate
Participation in national or local government events	Duration of event	Official event notice
Participation in university-approved educational activities	Duration of event	Related approval documents
Final semester job-seeking or business start-up (including internships)	Duration of event	Domestic: 1. Certificate of employment 2. Proof of national health insurance registration (Internship: certificate from the host institution is acceptable) Overseas: 1. Overseas employment visa copy 2. Employment contract indicating period and nature of job
Job interview, exam, etc. for employment	Duration of event	Confirmation from the hosting institution
Participation in Korean language proficiency (TOPIK) exam for international students	Duration of event	Confirmation of test registration from the host institution

- Note 1: great-great grandchild, grandniece, grandnephew, first cousin, great aunt, great uncle, great-great grandparent
- Note 2: Injury or illness preventing class attendance" must be confirmed by a medical diagnosis.
- Absences exceeding one-third of the total class hours per subject cannot be recognized.
- Even if excused, students missing over one-third of total class hours in a subject may not receive grades or credits for that course.

2. Student Athletes

Eligible Students	Reason and Recognized Period	Required Documents
Athletes selected for national representation or university events	Period of training and competition (max 1/2 of total class hours)	Certificate from affiliated university or relevant institution
Participation in domestic/ international pro leagues (non-national team)	Not recognized by default, but can be accepted if certified by the country/ institution (including national teams)	Certificate from national institution (if applicable)

Important Notes

1. Applications for excused absences must be submitted within 14 days from the occurrence of the reason or the end of the relevant period. Applications made after this period will not be accepted. (Exception: Final semester job-seeking/start-up can be submitted within 30 days of the event.)

2. When applying for an excused absence due to illness or injury preventing class attendance, the medical certificate must clearly state the diagnosis and the duration of absence. (Hospital visit confirmations are not accepted. Absences exceeding ⅓ of total class hours for a course will not be recognized.)

3. Participation in events hosted by government or public institutions will only be recognized if the student is officially requested to attend as a representative. (Personal attendance is not accepted.)

4. Once the excused absence application is submitted, an approval request email will automatically be sent to the course instructor(s).

5. **DO NOT submit false or altered documents.** Submitting false or altered documents will be handled according to Article 59-2 of the University Regulations and Article 4 of the Student Disciplinary Rules.

6. Students who receive excused absences must complete make-up assignments (e.g., reports, exams, papers) as instructed by the professor.

   • However, if the absence is due to illness or injury, the student must have attended at least ⅔ of the total class hours in order to take the exam and receive a grade. (Actual attendance is required for assessments.)

No	Excused Absence (a)	Hours Attended (b)	Unexcused Absence (c)	Total (a+b+c)	Met ⅔ Attendance (≥ 30 hrs)?	Eligible for Grade?
1	15	30	0	45	Yes	Yes
2	15	27	3	45	No	No (Grade F)
3	12	30	3	45	Yes	Yes
4	6	27	12	45	No	No (Grade F)

7. Excused absences are not accepted during summer or winter sessions. (Exception: Final semester job-seeking/start-up is accepted)

8. Make sure to check whether your excused absence has been approved. If it has been approved, the word "승인" will appear.

How to Apply?

1. Go to Web Portal → Web Info → Academic → Class Management → Lecturing management → 유고결석신청

2. Click [신규], select 결석사유 (Reason for absence), enter 결석시작일/결석종료일 (Start/End dates), write 유고결석사유 (Detailed reason), and upload 증빙서류 (Supporting documents)

3. Check the box for 숙지사항과 정보동의

4. Click [출석과목조회] , select classes, click Save, then [접수] to submit

Notes:

• You do not need to submit the original supporting documents or printed request form separately
• If you are uploading multiple files, please compress them into a ZIP file before uploading.

H Leave of Absence · 휴학

Students can take a leave of absence for one semester or up to one year at a time, with a total limit of 3 years during their studies (maximum 4 times). Applications must be submitted through the Web Information System.

Important Notes

1. Students who wish to extend their leave must submit a new application before the current leave ends.
2. Once the leave is approved, students must leave Korea within 14 days and return their Residence Card at the airport.
3. To return to school, students must apply for a new D-2 visa and re-enter Korea.
4. The D-2 visa becomes invalid during a leave of absence
5. Students who wish to remain in Korea must change their visa type.

How to apply?

DKU Portal → Academics → Web information system → Academic → Student status management → Apply for change of student status → 휴학신규 → Enter required information → 저장 International Office Approval → Academic Affairs Team Approval → Leave of Absence Application Complete (SMS sent, student confirmation required)

Leave of Absence Application Period

1. Before the semester starts (미등록휴학) — No tuition payment is needed
2. After the semester starts (등록휴학) — Leave is only possible after tuition payment

When applying for a registered leave of absence, please make sure to pay the tuition first before submitting your application.

Please check the schedule in the portal's notice for the application period.

I   Return to School · 복학

After taking a leave of absence, students must submit a return to school application within the designated period and receive approval before resuming classes.

How to apply?

DKU Portal → Academics → Web information system → Academic → Student status management → Apply for change of student status → 복학신규 → Enter required information → 저장 → Academic Affairs Team Approval → Course Registration & Tuition Payment

Certificate of Admission Application and Financial Document Submission

Application Period & Method

1. Application Period: Differs per semester (please confirm the period in the portal's notice)
2. Application Method (via Email)
   - Email address: dkuglobal20@gmail.com
   - Email subject: Student ID + Full Name (as in passport)
   - Email body: Include your most recent departure date (Korea → overseas) and attach your passport photo and bank balance certificate.
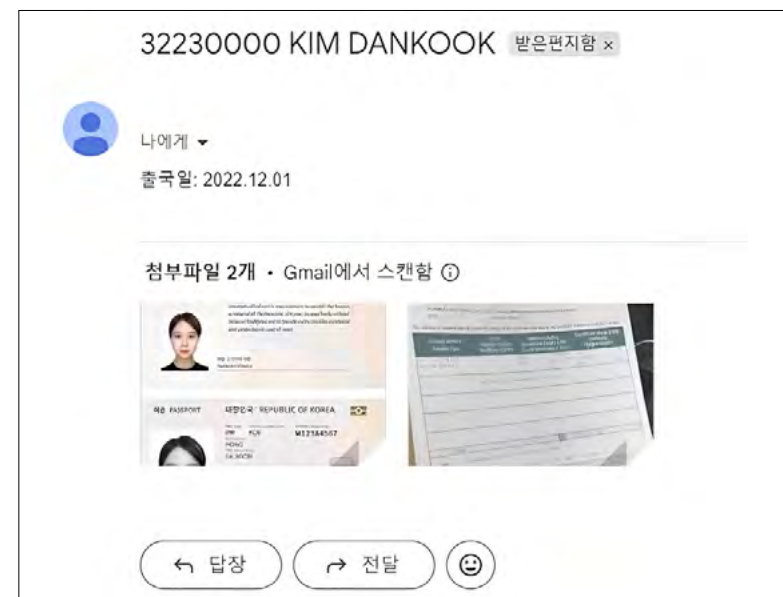
Bank Balance Certificate Issuance Guide

1. Eligible Students
   All students (currently enrolled, completed coursework, returning) who need a Certificate of Admission for new visa issuance.

2. Required Document
   Bank balance certificate in your own name in English.
   - If the certificate is in a parent's name, submit a family relationship certificate as well.
   - Two copies required: 1 for school submission, 1 for consulate submission.
   - If issued in a language other than English, submit a translator's confirmation and translation (notarization not required).

3. Minimum Balance Requirement
   20,000,000 KRW or its equivalent in any foreign currencies.

4. Validity & Issuance Period
   - For banks outside China – Must meet one of the following:
     A. Issued within 30 days before visa application date
     B. If validity period is stated, valid until that date (up to 6 months from issuance accepted)
   - For banks in China – Must meet both of the following:
     A. Issued within 30 days before visa application date
     B. At least 30 days of validity (deposit freeze period) remaining as of visa application date

Bank Balance Certificate Submission Guide

1. Obtain two copies of the bank balance certificate
2. Send one scanned copy to the International Office and apply for the Certificate of Admission
3. Receive the Certificate of Admission
4. Submit one copy to the consulate when applying for a visa (check each consulate for required documents)
5. After entering Korea, submit one original copy to International Hall Room 317

If more than 30 days have passed since the bank balance certificate was issued, visa application documents cannot be accepted. Apply for your visa immediately after receiving your Certificate of Admission.

J   Certificate

Students can print school certificates (enrollment, transcript, scholarship, etc.) from the university's portal in both Korean and English.

1. Go to the DKU portal (https://portal.dankook.ac.kr/web/portal).
2. Go to the '인터넷증명' (Certificate Issuance) option on the right-side menu
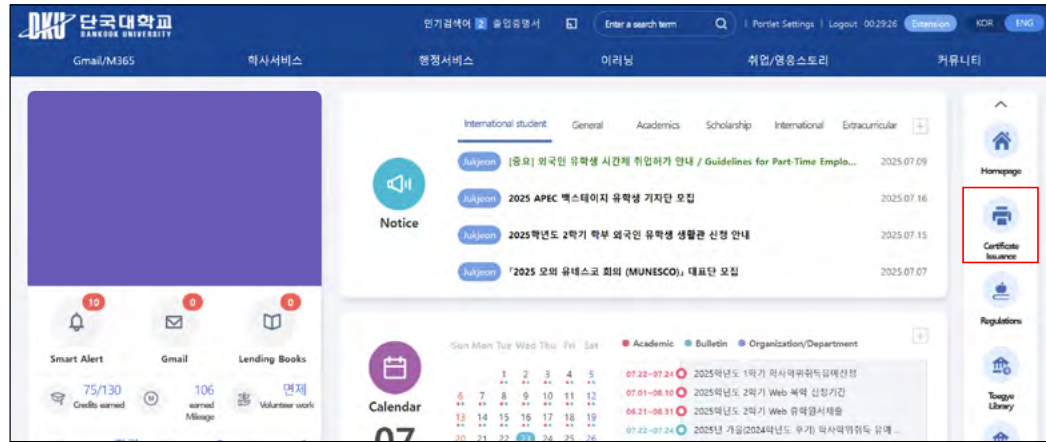
3. Click on '인터넷증명 바로가기'
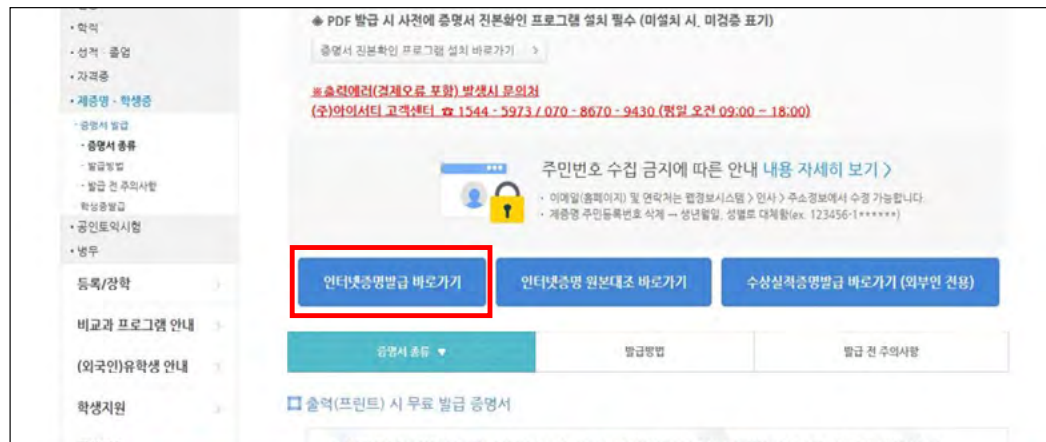
4. Mark the box under the text to agree with the terms and conditions, then click on '동의' (Agree).
5. Choose the type of certificate, the language of the certificate (국문증명서 for Korean; 영문증명서 for English) and the number of copies from the list.
6. Click on '확인' (Accept) to pay and print the certificate
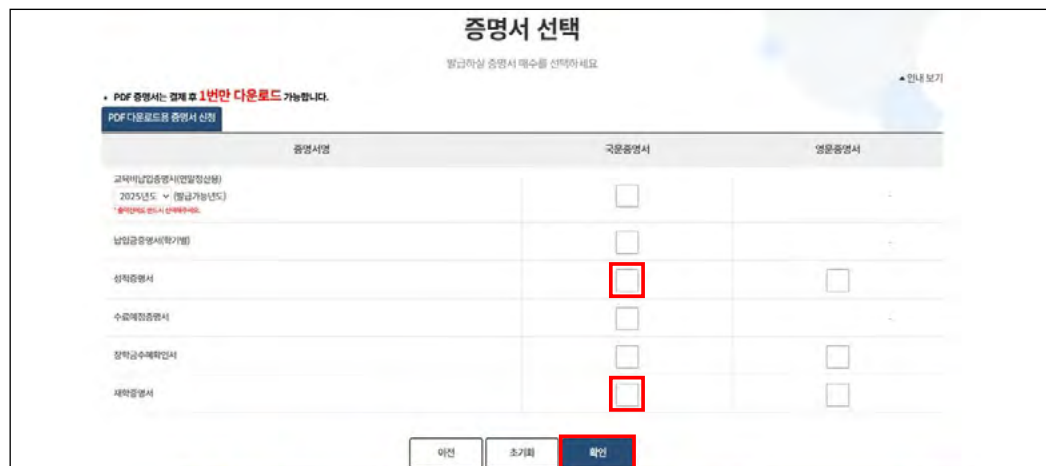
K   TOPIK Registration

Dankook University offers a group registration service for the TOPIK test exclusively for Dankook University students.

- Limited Quota: Pre-registration is limited to the first 150 students.
- Application Notification: The application period will be announced through the international students group chat.
- How to Apply: Fill out the designated form when registration opens.

Document Submission

When applying online, upload the following files:

1. A photo of your Residence Card or Passport
2. A 3.5cm x 4.5cm ID photo file (JPG format)

   - File name: Your English name
   - Background: Must be white

TOPIK I	TOPIK II
KRW 40,000	KRW 55,000

Important Notices

1. **No Cancellation**
   The group application cannot be canceled. Please apply only after careful consideration.
2. **Personal Information Accuracy**
   The applicant must check that all personal information entered (name, date of birth, nationality, contact number) matches their ID.

   If there is an error in your personal information, **you will not be allowed to take the test.**
3. **Payment Deadline**
   The exam fee must be transferred by the application deadline. All unpaid applications will be canceled after the deadline.
4. **Payment Name**
   Please make the payment using your passport name (in English) or student number. Applications for which the sender cannot be identified will be canceled after the deadline.
5. **Application Information Access**
   If you apply through group registration, you cannot check your application details through the TOPIK login page. Instructions for receiving your admisWsion ticket will be sent two weeks before the test date.
6. **Confirmation**
   Make sure to confirm whether or not your applications has been received by the university.

04 | Campus Life

A | Campus Facilities

DKU CS Centre

Location
Beomjeong Hall Room 118
Opposite of Media Centre Bld.

Working Hours
Mon-Fri | 09:00-17:00

Contact
031-8005-2493

sues Academic Documents	Issues Student ID Card	Facilities for Students
Certificate of Enrollment	Re-issuance	Umbrella rental
Academic Transcript	For first-year international students, the student ID cards will be issued during Orientation, free of charge.	Smartphone charging station
		Fax service

On-Campus Bank (Woori Bank)

Location
Hyedang Hall 2F

Working Hours
Mon-Fri | 09:00-16:00

ATMs Around Campus
Beomjeong Hall 1F , Hyedang Hall 2F, Library 2F, Business Hall 2F, International Hall 1F, Jilli Hall (Dormitory).

Korean Post Office

Location
Hyedang Hall 2F

Working Hours
09:00-16:00

Stationary Store

Location
Hyedang Hall 2F

Working Hours
09:00-18:00

Student Cafeteria (1947 Commons)

Location
Hyedang Hall 1F

Working Hour
Weekdays 08:00 - 19:30
Saturdays 08:00 - 15:00

Convenience Stores (CU and GS25)

Location
There are convenience stores located throughout the campus. Most buildings have at least one convenience store inside or nearby.

Working Hours
Most convenience stores on campus are open 24/7. However, please note that stores located inside department buildings may be closed during vacation periods. Stores in the dormitory area will remain open as usual.

Cafes on Campus
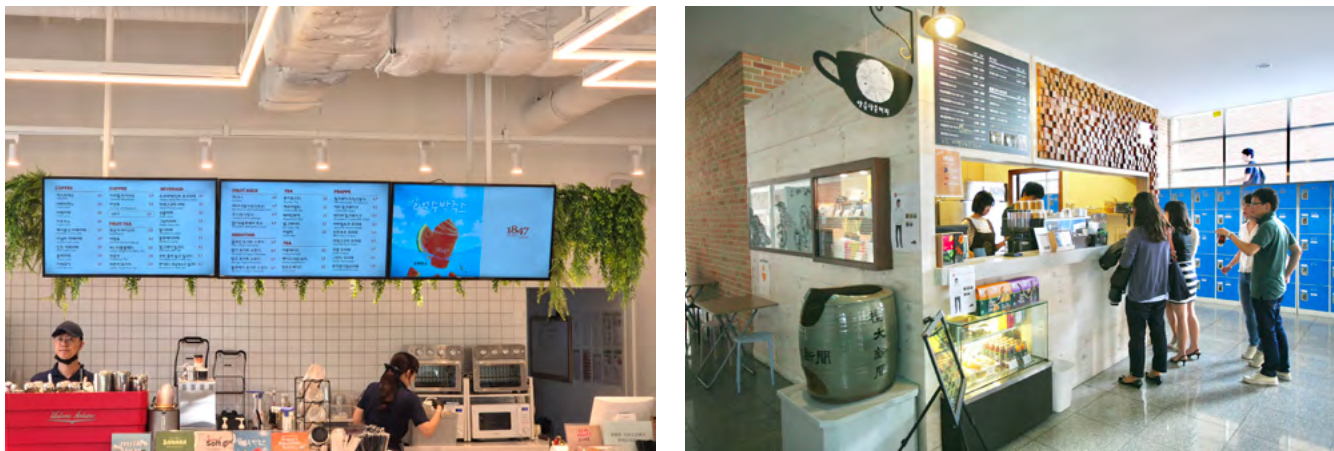
Location
Business Hall (상경관) 2F, Graduate School 1F, Hyedang Hall 2F

Campus Health Center

Location
Hyedang Hall Room 307

Working Hours
Mon-Fri | 09:00-16:30 *No treatments on Wed

Services:
- Pharmaceutical prescriptions
- Simple injury treatment / first aid
- Blood pressure and blood glucose tests
- General medical consultations and limited medicine disbursements for purchase

*Medical treatments are free of charge. Additional fees are applied for prescription and medicine purchases

Dankook Fitness Center
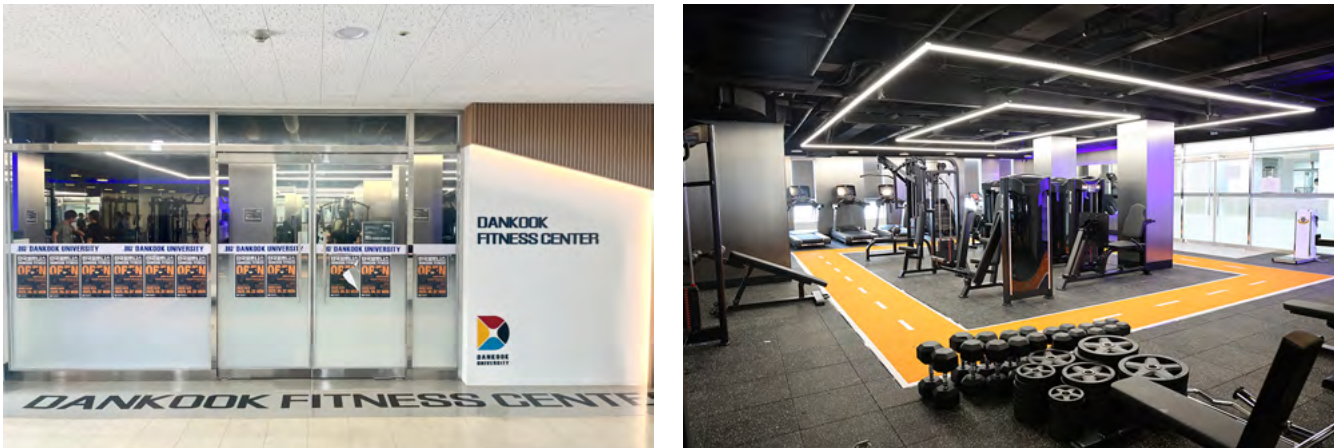
Location
Hyedang Hall Room 201

Working Hours
06:00-22:00

Dankook Store

Location
International Hall Room 106

Working Hours
10:30-17:00

Beartopia (Library Cafe)

Location
Waterfall Park (폭포공원)

Working Hours
09:00-20:00

Global Lounge

Location
International Hall Room 107

Working Hours
08:00-18:00

Library

Operational Hours

During Semesters

Type		Weekdays	Saturdays	Sundays and Public Holidays
Central Library	Data Room	09:00-20:00	09:00-15:00	Closed
	Reading Room	Room 1, 4, 6 and Graduate Room: 06:00-23:00 Room 2, 3: 24 Hours		
Law Library	Data Room	09:00-20:00	Closed	Closed
	Reading Room	08:00-23:00		

During Breaks

Type		Weekdays	Saturdays	Sundays and Public Holidays
Central Library	Data Room	09:00-17:00	09:00-13:00	Closed
	Reading Room	Room 3, 6 and Graduate Room: 06:00-23:00 Room 2: 24 Hours		
Law Library	Data Room	09:00-17:00	Closed	Closed
	Reading Room	08:00-23:00		

Borrowing and Returning Books

User	Book Limit	Loan Period
Undergraduate Students	10 items	14 days
Graduate Students	15 items	30 days
Faculty	30 items	90 days
Staff/Research Fellow/Lecturers	15 items	30 days
Alumni/Community	3 items	12 days

Loan Policy

- Overdue Fine: 100KRW item/per day
- Borrowing is restricted until overdue materials are returned
- Any borrower who fails to return library materials on or before their due date may be prevented from being issued university certificates and/or reserving reading room seats.

C Printing Service

Printing stations can be found in a few places around campus:

- Library 2-3F
- Business Hall 2F
- International Hall 1F
- Software ICT Building 1F

Before using the facilities, students must make an ID by following the link with instructions that are installed on the printing booth. After that, students may top-up their accounts by inserting cash through top-up machines.

How to Print

1. Open the printing application on the computer.
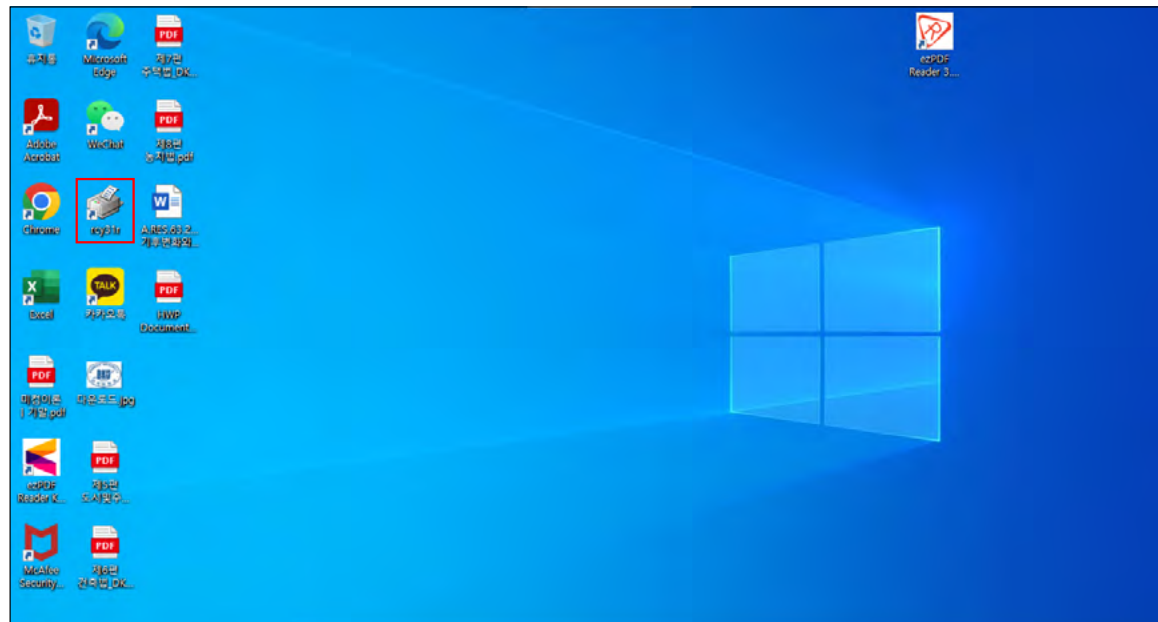
2. Students must create an account if they haven't already.
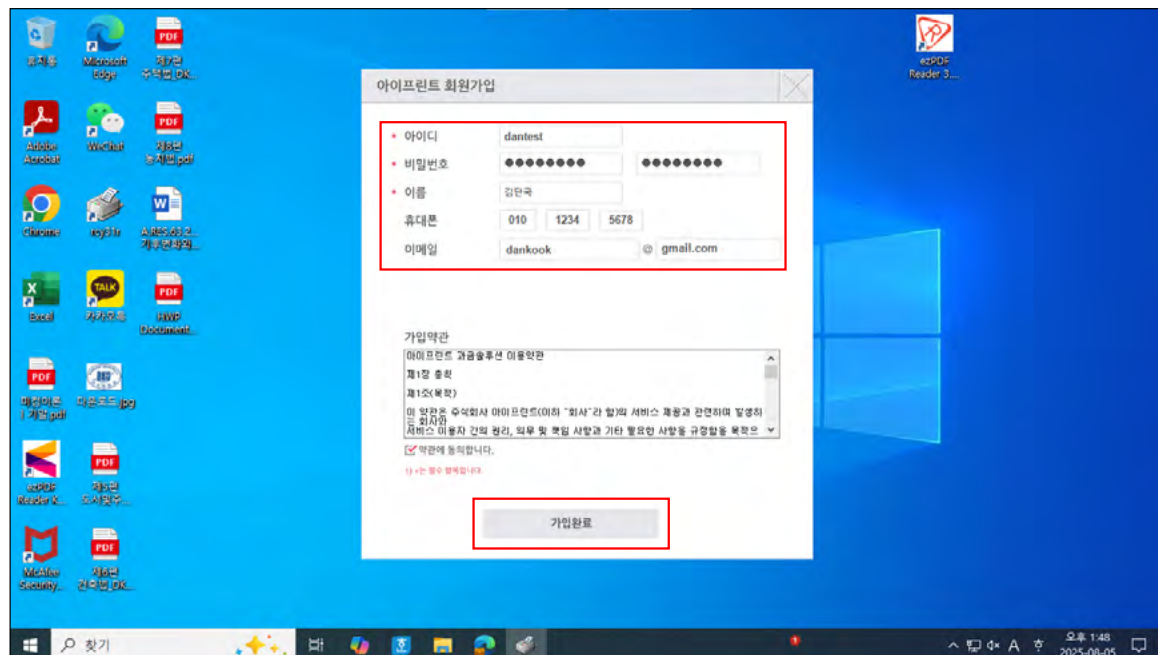
3. Open the document(s) they want to print and press Ctrl + P to open the print window.
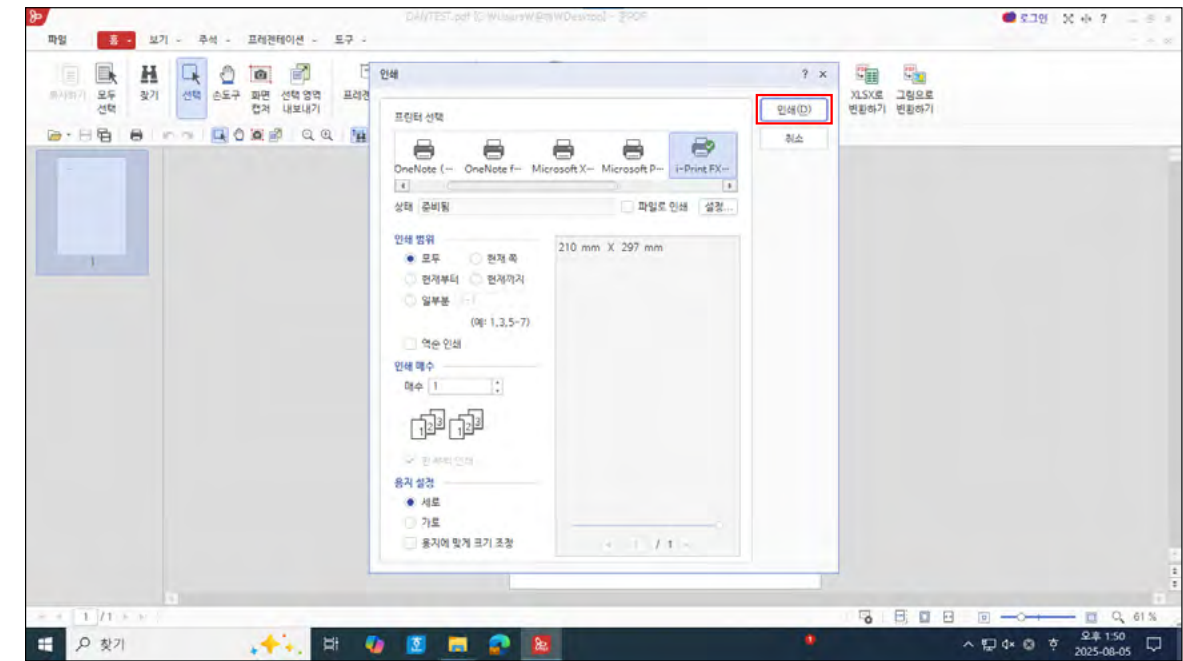
4. Click [Print]. A pop-up window will appear.

5. Students must enter their User ID and Password

6. Select the document(s) to print and click [Print] again.
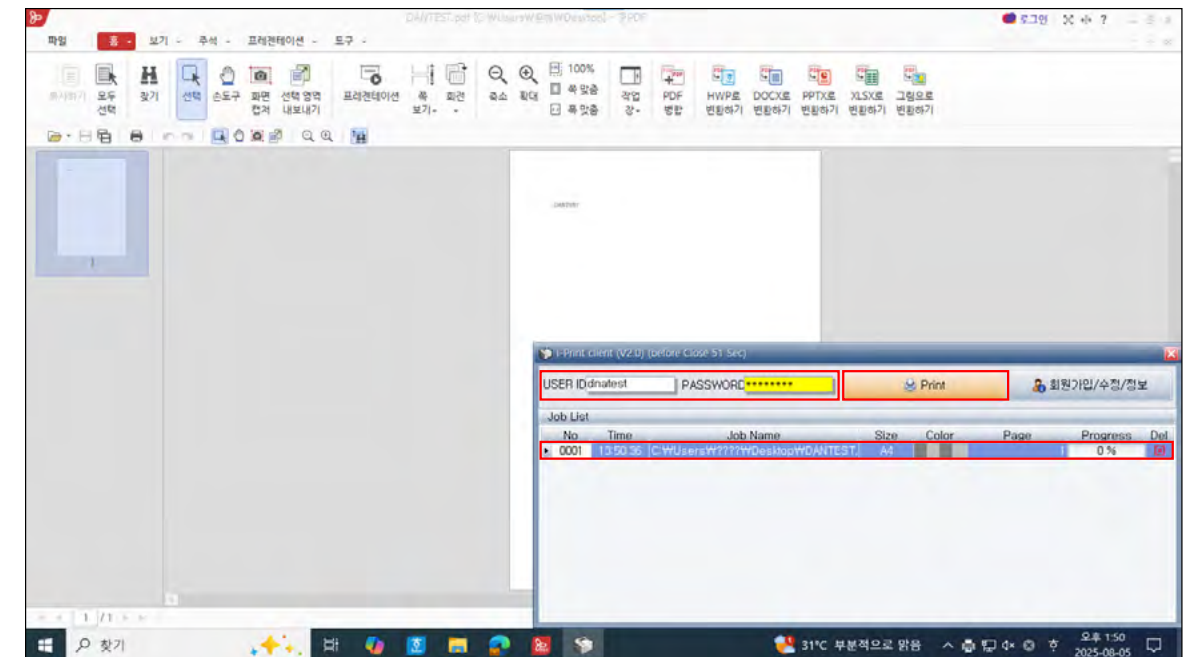
D Campus Free Wi-Fi

How to Access

Wifi Name: DKU_WiFi

Students / Employees
Username: Student ID Number
Password: web portal password

Visitors
Username: guest
Password: dankook2027

DKU Wifi Help

you can see the guide when you click the DKU_WIFI_HELP

iOS
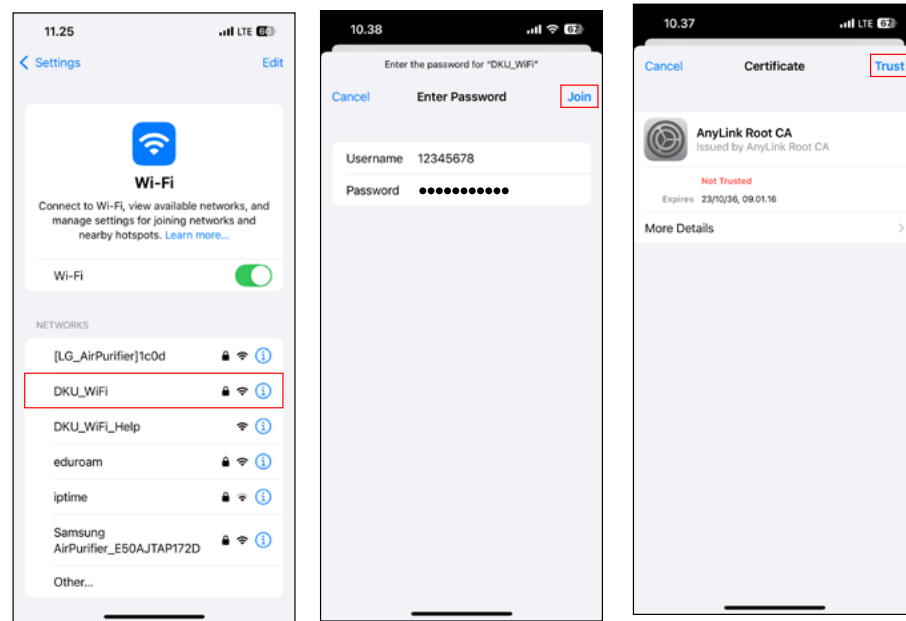
Android
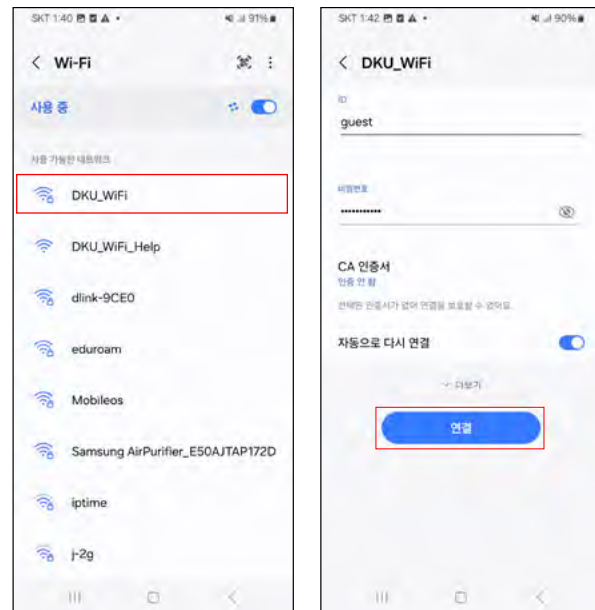
* For Android users, please select
  TTLS for the EAP Method.

E International Affairs Office

Global Education Team (국제교육1팀)

The Global Education Team is always happy to assist DKU international students on academic affairs, visas, campus accommodation, course registration for some courses, UG admission and much more. All international students are welcome to get advice and help from the experienced & multi-lingual staff members at any time.

Location
International Hall Room 317

Services offered

Counseling Services

Free and confidential counseling is available to all international students. One session is offered each semester, and students can also book individual appointments anytime.

Support for Initial Adjustment

Moving to a new country can be challenging. We provide orientation and arrival sessions each semester to help Korean Language Course students adjust to life in Korea, learn about the university, and connect with other students.

Airport Pick-up Service

Dankook University offers free airport pickup for new international students on designated days.

Immigration Advice and Support

We offer guidance on visas, including extensions, visa changes, foreign registration, and other immigration-related matters to help you stay legally in Korea.

Kakao ID and WeChat ID

KakaoTalk

WeChat

The Global Education Team uses KakaoTalk and WeChat to stay in touch with international students. Add 'globaldku' to chat 1:1 with our staff, ask questions, and get announcements or event updates. Follow the steps below to add us as a friend.

1. Install the Kakao Talk or WeChatApp from the iphone App Store or Android Play Store

2. Create an account with your mobile phone number or an email

3. Search for **globaldku** (KakaoTalk) or **Global_DKU** (WeChat)

4. Add us as a friend

F Student Clubs

There are diverse student clubs on campus that welcome new members every semester. Joining a student club is a good opportunity to make Korean friends with similar interests and hobbies.

The student club rooms are located in Hyedang Hall from the 3rd to 6th floor. For more information, please visit the 'Student Club Association', room 407 in Hyedang Hall.

Credit: The Dankook Herald

Division	Club Name	Category	Location
Culture	에스프레시보(Espres'sivo)	Coffee	Hyedang Hall 506
	화경다회	Tea Ceremony	Hyedang Hall 511
	놀이사랑	Recreation	Hyedang Hall 314
	단국서예회	Calligraphy	Hyedang Hall 315
	영화예술연구회	Film	Hyedang Hall 524
Voluntary Service	선우리	Voluntary service	Hyedang Hall 612
	아이사랑	Activities for children in poverty	Hyedang Hall 611
	UNSA (유엔한국학생협회)	Korean UN Student Asscociation	Hyedang Hall 610
	해비타트 (단비)	Habitat	Hyedang Hall 510
	미소	Animal Protection	Hyedang Hall 520
	Enactus (인액터스)	Community Service	Hyedang Hall 505
Academic Research	DCC (컴퓨터 클럽)	Computer science	Hyedang Hall 523
	SWSC (소프트웨어 연구회)	Computer science	Hyedang Hall 522
	별사랑	Astronomy	Hyedang Hall 519
	인공조명연구회	Artificial lighting	Hyedang Hall 521
	CAGI	CAGI	Hyedang Hall 517
	티핑포인트	Job application	Hyedang Hall 516
	금융투자연구회 Investment Fundamental	Financial investment	Hyedang Hall 313-1
	Aegis	Computer Security	Hyedang Hall 530
	NEWSWEEK연구회	English	Hyedang Hall 401
	일본어회화반	Japanese	Hyedang Hall 403
	TIME연구회	English	Hyedang Hall 408
Creative Writing	매거진미러	Publications	Hyedang Hall 613
	극예술연구회	Theater	Hyedang Hall 315-1
	글그림	Animation	Hyedang Hall 616
	사진예술연구회	Photography	Hyedang Hall 525
	광고친구	Advertising	Hyedang Hall 526
Arts	MUSE	Pop	Hyedang Hall 604
	NRSC	Dance	Hyedang Hall 503
	다솜합창단	Chorus	Hyedang Hall 527
	모닥불	Guitar Music	Hyedang Hall 601
	자드락	Rock	Hyedang Hall 609
	가객	Guitar Music	Hyedang Hall 603
	일레케브라	Female Dance	Hyedang Hall 618
Religion	가톨릭학생회	Christian	Hyedang Hall 402
	CCC (한국대학생선교회)	Christian	Hyedang Hall 410
	네비게이토선교회	Christian	Hyedang Hall 413
	UBF (대학생성경읽기선교회)	Christian	Hyedang Hall 411
	JOY 선교회	Christian	Hyedang Hall 412
Sports	베어시클	Cycling	Hyedang Hall 321
	산악부 (DKUAC)	Mountaineering	Hyedang Hall 502
	PANDAS (야구부)	Baseball	Hyedang Hall 509
	PHOENIX (농구부)	Basketball	Hyedang Hall 513
	아마탁구회 (위너스)	Table Tennis	Hyedang Hall 508
	요트부	Yacht	Hyedang Hall 512
	무혼 (태권도부)	Taekwondo	Hyedang Hall 514
	테니스부 (DKUTC)	Tennis	Hyedang Hall 504
	ACE (축구부)	Soccer	Hyedang Hall 501
	복싱부	Boxing	Hyedang Hall 511
	ONE LOVE (스노우보드)	Snowboaring	Hyedang Hall 507
	FLY	Badminton	Hyedang Hall 617
	코디악베어즈	American football	Hyedang Hall 515
	단쿼시	Squash	Hyedang Hall 528

G   DISA

Dankook International Student Association (DISA) is a student organization made up of international students, dedicated to supporting and representing fellow international students at Dankook University. DISA plays an active role in amplifying student voices, protecting student rights, and building a strong, inclusive community on campus.

Activities

- Supporting campus events such as orientation and general meeting
- Organizing Membership Training (MT) camps for international students
- Providing peer counseling and guidance for freshmen
- Assisting with move-in support for new students
- Supporting airport pickup services for incoming freshmen
- Planning and running events such as the International Sports Festival, Culture Festival, and other cultural exchange programs

H   School Festival

Every spring semester, our campus hosts a lively festival featuring famous Korean idols, bands, singers, and rappers. In addition to these exciting headliners, student clubs take the stage with performances like dancing, live band shows, cheerleading, and more. It's a time to celebrate, connect, and enjoy the dynamic energy of campus life together.
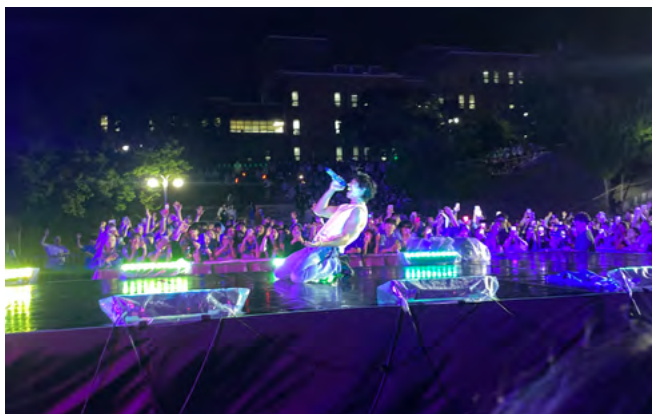
I   Nearby Restaurants
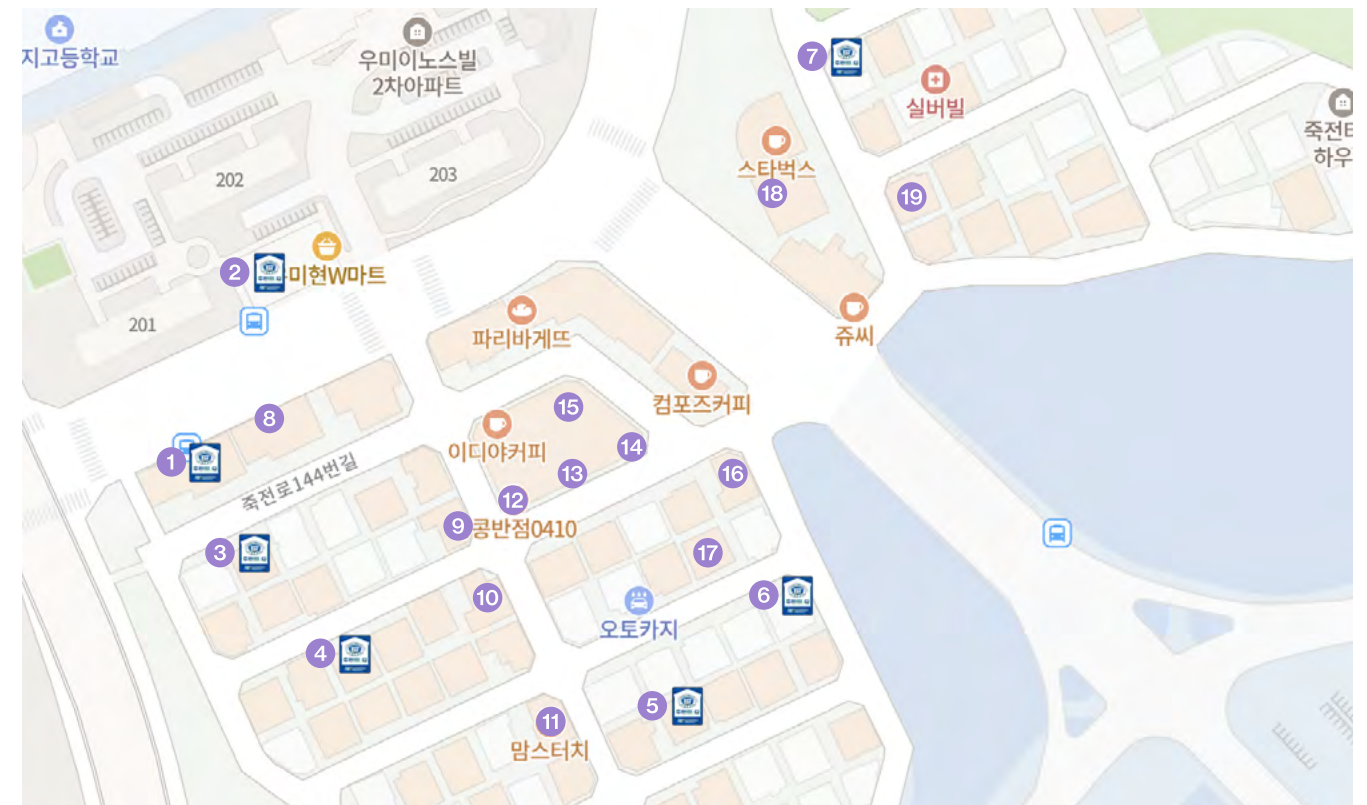
Nearby Restaurants

1	신통치킨	Fried chicken
2	똥봉이 통닭	Fried chicken
3	꼬꼬마루	Fried chicken
4	맛의 전쟁	Korean food
5	고래심줄	Korean food
6	선영이네 김치짜글이	Korean food
7	예촌 왕 돌판구이	Pork BBQ
8	한솥도시락	Chicken-mayo rice bowl, lunch box
9	1357삼겹살	Pork BBQ
10	박가네 명가순두부	Korean spicy soft tofu stew
11	맘스타치	Korean brand fast food (burgers)
12	홍콩반점	Korean style Chinese cuisine
13	빨강 파이프	Sweet and spicy tteokbokki (rice cakes)
14	역전우동 0410	Udon, curry, beef rice bowl
15	매취랑 감자탕	Pork stew
16	천향마라탕	Chinese cuisine (malatang)
17	웅고집	Pork with vegetables, sweet and spicy pork
18	더진국	Korean traditional pork soup and rice
19	내가 찜한 닭	Korean jjimdak (braised chicken)

Jukjeon Campus

Jukjeon Campus Map

1	Main Gate	22	College of Engineering - Building 1
2	Beomjeong Hall (University Admission)	23	College of Engineering - Building 2
3	Toegye Memorial Central Library	24	College of Engineering - Building 3
4	Hyedang Hall (Student Union)	25	Open Ground
5	Software ICT Hall	26	Seok Juseon Memorial Museum
6	Media Center	27	Parking Lot
7	Education Hall	28	Laboratories
8	Business and Economics Hall	29	Laboratories, College of Architecture
9	Humanities Hall	30	International Hall
10	College of Law Building	31	Waterfall Park
11	Graduate Studies Hall	32	Beartopia
12	Arts Hall	33	Deulsamgil (Waterway)
13	ROTC	34	Welfare Building
14	Gymnasium & Performing Arts Building	35	Glocal Industry-University Cooperation
15	Main Stadium	36	Performing Arts (Dance) Hall
16	Dankook History Museum	37	Jibhyeonjae (Dormitory)
17	Concert Hall	38	Woobi Hall (Dormitory)
18	Nampa Music Hall	39	Jilli Hall (Dormitory)
19	Bear Statue	40	Yeonmin Memorial Hall
20	Peace Square	41	Tennis Court
21	Social Science Hall		

Cheonan Campus

Cheonan Campus Map

1	Main Gate	17	Laboratories - College of Bioscience
2	Industry-Academia Cooperation Hall	18	Student Union
3	Danwoo Hall (Dormitory)	19	College of Health & Science
4	Bongsa Hall (Dormitory)	20	College of Medicine
5	Haksajae (Dormitory)	21	University Dental Hospital
6	Wrestling Hall	22	Bear Statue
7	Yulgok Memorial Library	23	Outdoor Stage Arena
8	Gymnasium	24	Tennis Court
9	Arts Hall	25	Dankook University Hospital
10	Main Stadium	26	Dankook University Cancer Center
11		27	Business Incubation Center
12	Humanities / Liberal Arts Hall	28	Medical Building
13	Social Science Building	29	Woori Bank
14	College of Natyral Science	30	Bus Stop
15	Engineering Hall	31	Parking Lot
16	College of Bioscience	32	Cheonhoji Lake

05 | Student Accomodation

A About Our Dormitory

Dankook University provides dormitory housing for more than 4,000 students, with three residence halls on each campus. At the Jukjeon campus, the three dormitories are Jibhyeonjae, Woongbi Hall, and Jilligwan.

- Jibhyeonjae has twin and quadruple rooms for Korean language program students and degree students.
- Woongbi Hall is mainly for exchange and graduate students.
- Jilligwan has quadruple rooms for degree students.

All dorms have automatic heating and air conditioning systems for winter and summer.

Each room has a single bed (110x120cm) and comes with a mattress cover. Students must bring their own bedding (sheet, blanket, pillow) or buy a set in Korea for about 50,000 KRW.
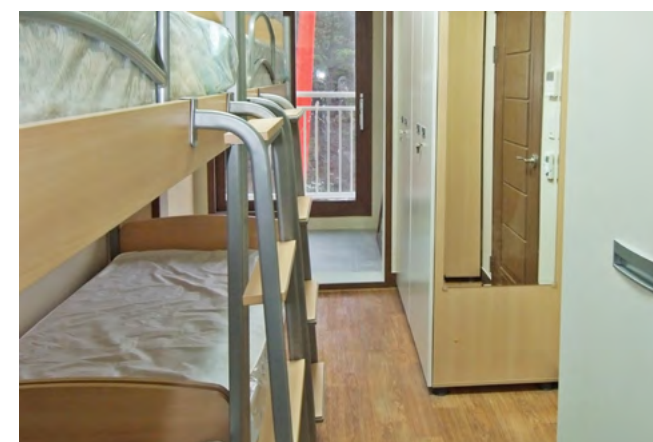
Jibhyeonjae

Woongbi Hall

Jilligwan

B   Registration and Fee

Registration

Current students should fill out the online application form and submit it within the application period. The detailed application process will be notified each semester in the International student group chat.

Dormitory Fee

Dormitory	Room type	Fee (6 months)
Jibhyeonjae	2 people room	2,220,000 Won
	4 people room	1,350,000 Won
Jilli Hall	4 people room	1,460,000 Won

All prices are approximate and subject to change.

C   Dormitory Facilities

Compose Coffee

Convenience Store

Kitchen

Laundry Room

Lounge

Gym

D   Dormitory Regulations

DKU dormitories apply a penalty-reward points system for a safer and more convenient living space for students. Students are reminded that this scoring system will affect their dormitory application opportunities for the following semester.

Penalty Score Table

Action/Behavior	Penalty
Providing accomodation to non-residents; transfering or renting to others. [Including the use of unauthorized access or exchanging cards with other dormitory students]	12 points **Immediate Eviction**
Gambling or assault in the dormitory.	
Importing breeding pets (mammals, birds, reptiles, amphibians, ornamental fishes, etc.).	
Arson or theft in the dormitory.	
Any use of personal cooking appliances (rice cookers, induction ranges, burners, etc.).	
Sexual abuse, sexual harassment, or sexual violence.	
Disorderly conduct or indecent behavior (attempting or assisting entrance of the other gender or non-residents).	
Smoking in the dormitory (room, hallway, common room, etc.).	
Commercial activities inside the dormitory.	6 points
Bringing or drinking alcohol in ther dormitory. Damage or violence under the influence.	
Eating or delivering food out of the approved areas.	4 points
Alteration of the room without permission.	
Delibrately destroying public goods or facilities in the dormitory.	
Unauthorized entry or use of unlicensed electric appliances (coffee pot, electric blanket, iron, etc.). [Only permitted if approved by the faculty for health reasons]	
Making excessive noise that disturbs other residents will be subjected to disciplinary action (if reported).	3 points
Vandalizing notices or opening/acquiring another resident's mail without permission.	
Uncleanliness (room, bathroom) on the occasion of the routine/non-routine inspection.	2 points
Disobedience or non-compliance with the staff or the supervisor's instructions.	
Not attending routine inspection without proper reason.	
Using dormitory furniture outside or changing the original arrangement of the room.	
Use of attachment (nails, stickers, unauthorized posts, etc.), or unauthorized tempering (with grafitti) or announcements.	
Littering or failure to comply with the instructions when separating recyclables.	
Obstructing or disturbing other residents.	
Visiting other rooms.	
Inappropriate attire in the dormitory common areas (dressed in underwear or pajamas).	
Wearing shoes in the dormitory room.	
Abandoning personal items in shared spaces (corridors, stairways, lounge, laundry room, etc.).	1 point
Entering or exiting between 01:00 and 04:30 without permission. Staying out overnight without permission.	

Reward Score Table

Action/Behavior	Penalty
Acting to secure residents' living area or conserving facilities. (Fire suspension, report on a safety incident, emergency rescue, etc.)	3 points
The director or dormitory acknowledges that the student is an example for other residents.	
The inside of the room is clean during the regular and non-regular inspection.	2 points
Finding lost items and reporting them to the office.	
Havind examplary behavior towards other residents.	
Being good at organizing shoes.	
Assisting supervisors.	
Participating in the dormitory volunteer program or acting with examplary conduct.	
Applying to dormitory events (only for rewarding events).	
Participating in dormitory afternoon program.	1 point
Participating in dormitory morning program.	

Curfew Time, Overnight leave, and Long-Term Leave

On weekdays, the dormitory has a 1:00 AM - 5:00 AM curfew. Failure to return before the curfew will result in a 1-point deduction. Dormitory students who wish to stay out overnight or take a long-term leave must submit a report to the dormitory administrative office by filling out a form.

How to apply for leaves:

1. After you login to domi.dankook.ac.kr, click "MY PAGE (마이페이지)"

2. Click "외박신청" from the menu list on the left

3. Set the date you wish to apply for

4. Briefly state the reason for staying out overnight

Students can also apply for After-hours entry in the "야간출입" menu.

E Dormitory Administrative Office

If students experience any issues with their dormitory or have questions regarding dormitory life, they should visit the Dormitory Administrative Office for assistance. The staff can help with matters such as room maintenance, facility use, or general concerns about living conditions.

Students should also go to the Dormitory Administrative Office when moving into the dormitory or when requesting to extend their stay.

Location
Woongbi Hall Room B104

Office Hours
Monday ~ Friday, 09:00 ~ 17:00 (Lunch break 12:00~13:00)

JUKJEON CAMPUS

317 International Hall, 152 Jukjeon-ro, Suji-gu, Yongin-si, Gyeonggi-do, 16890, Korea

CHEONAN CAMPUS

234 Humanities Hall, 119 Dandae-ro, Dongnam-gu, Cheonan-si, Chungnam-do, 31116, Korea

www.dankook.ac.kr