

Key Card Information

- 10,000 Won penalty will be charged in case the key card is lost.
- Insert key card into the key holder in order to get power supplied to each room.
- Students are obliged to carry their key card (or student ID) and it must be shown in the case that it is asked for.

* Hot water is always available, regardless of the boiler(water heater) being off.

Getting Around Namsan Residence Hall

Floor information

Floor	Male	Female	Connected aisle
1 st	Cafeteria, Food Court, Laundry Room, Study Lounge, Residence Hall Office, Exercise Room		Available for Male & Female
2 nd		Room 2301 - 2318 Room 2201 - 2211	
3 rd	Room 3301 - 3329	-	Available for Male/Female
3 rd	Room 3351 - 3382	-	Available for ONLY Male
4 th	Room 4301 - 4335	Room 4201 - 4214	Available for ONLY Male
5 th	Room 5301 - 5335	Room 5201 - 5223	
6 th	Room 6301 - 6319	Room 6201 - 6239	
7 th	Room 7301 - 7319	Room 7201 - 7239	Available for ONLY Female
8 th	Room 8301 - 8319	Room 8201 - 8223	
9 th		Room 9201 - 9223	

Each floor has a student lounge and the 4th floor has 2 seminar rooms for both male and female students.

Residence amenities

Amenity	운영시간	비고
Cafeteria	Breakfast 08:00~09:30	- During semester: Closed on Sunday
	Lunch 11:30~14:00	- During vacation: Closed on Sat./Sun.
	Dinner 17:00~19:00	Closed on Sunday
Cafe	09:00~18:00	Closed on Sunday
Convenience Store	07:00~23:00	
Laundry Room	24 hours - Wash/Dry: KRW 1,000 per use - Detergent: KRW 500 per use	
Gym	06:00~22:00	
STUDY ZONE	05:00~24:00	

Operation hours may change and will be announced.

Namsan Residence Hall Regulations

8. Room check-up

- Every room is subject to regular check-ups every month on its cleanliness and conditions.
- Students will get one-week notice prior to a check-up.
- During the check-up students must be in their room. If they are unable to, they must inform the Namsan Residence Hall Office in advance.

9. Residence schedule

Students must observe the following hours.

- Open 05:00/Close 24:00
- Meal: Breakfast 08:00-09:30 / Lunch 11:30-14:00 / Dinner 17:00-19:00
- Visiting hours: 09:00-21:00

If students have unavoidable reasons such as research, experiments, etc. a prior approval is required from the office.

19. Sleepouts

- Students spending a night out must fill out an Overnight-Pass.
- Students spending more than one night out must report to Namsan Residence Hall Office, and is eligible for a maximum of 3 nights out.
- If sleepouts occur without any permission or exceed reported days, students will get penalty points. Sleepouts without any notice exceeding 14 days will result in an expulsion.

24. Refund policy

- Refunds will be made depending on when the student's official notice arrives at the office.

1. Cancellation one day before the official start date: Fully refund.
2. If the remaining period is more than 31 days from the official move-out day: 150,000 won will be deducted from the remaining dormitory fee
3. If the remaining period is less than 30 days: No refund
4. Expulsion: Deducting 30% of the remaining amount, if the remaining period is less than 30 days, a refund is not made.

- fees for students joining anytime later in the school year will be determined at the instance.

Good points

Any student who takes the initiative in emergency measures and in case of emergency patients	10-20 points
Any student who responds promptly in case of emergencies such as fires.	
Any student who is recognized with their exemplary actions in dormitory activities.	
Any student who reports lost property to the Namsan Residence office	5-10 points
Any student who makes a remarkable contribution to other dormitory operations	

Penalty points

Suspension from school	20 points
Assault / Theft	
Bringing in inflammables, explosives or other hazardous materials	
Accommodating visitors in rooms	
Keeping pets in rooms	
Accommodating other residents (of the opposite sex) in their rooms	15 points
Check-in as someone else	
Smoking/Gambling/Cooking	
Sleepouts without notice for more than 7 days	10 points
Changing rooms without permission	
Drinking	
Disobeying orders by the staff from the office	
Breakage, damage, and loss of residence property	7 points
Insulting others	
Creating any disturbance and noise after being intoxicated	
Abnormal use of meal tickets	
Loaning a resident ID Card to others	
Having non-resident in rooms	5 points
Posting and distributing any flyers or leaflet which have not been approved	
Not participating in regular check-ups without any notice	
Bringing alcoholic drinks into residence	
Creating any disturbance or noise	
Sleeping in other resident's rooms	3 points
Abnormal use of residence facilities	
Placing personal items and/or drying laundry in public areas	
Entering or leaving after the closing time	
Having meals or having food-delivery service which has not been approved	
Having meals in other places besides designated places	2 points
Throwing out garbage in other places but the designated areas	
Use of electronics and electric heating appliance which has not been approved	
Not observing residence schedules relating to article 9.	
Throwing out garbage in other places but designated sports	
Poor sanitation and unorganized room condition	2 points
Allowing non-residents to use residence amenities(seminar room, exercise room, laundry)	
Moving residence property to other places without permission	
Sleepouts without permission	

When penalty points exceed 20, the student will be removed from the residence and re-entrance will not be allowed.