

Notice on Housing Application

Fall Semester 2022

This information is about Ajou University Fall semester 2022 housing application. All international students should read this notice **very carefully**, and follow the instructions given. Ajou University's Housing Application can be done via **online system only**.

For your application, please log in at the **online** housing application system web page:

<https://edorm.ajou.ac.kr/edorm/index.jsp>

❖ E-mail application will not be accepted

For further details, please find the notice here [HERE](#)

The housing application will be open **from July 16th (Sat.) to August 2nd (Tue.), 2022 (Korean time)**.

Application Period

| | | |
|--------------------|------------------|---|
| International Dorm | 2-person bedroom | July 16 th – July 19 th |
| Hwahong Hall | 2-person bedroom | July 23 rd – Jan 26 th |
| Hwahong Hall | 4-person bedroom | July 30 th – Aug 2 nd |

Please use the student ID number given by Ajou University as application number and the registered email address you entered on the online application. Please note that the email address should be exactly the **same** as the one registered during your online application.

Please select "Exchange" for your student status and NOT "Undergraduate".

Room type

| | | |
|--------------------|---|-----------------|
| International Dorm | <ul style="list-style-type: none">• 2-person bedroom | Shared bathroom |
| Hwahong Hall | <ul style="list-style-type: none">• 2-person bedroom• 4-person bedroom | |

Any violation of housing regulations and COVID-19 prevention rules will be asked to move out.

Room assignment cannot be guaranteed according to your preference due to the capacity of the dormitory and please make sure to apply for the room before the deadline.

Dormitory opening for Fall Semester 2022 is **from Aug. 27th (Sat.), 2022**. For inquiries about the dormitory, please contact the dorm coordinator:

Ms. Rebecca Lee, Ryeojin
Dormitory Coordinator for Foreign Students
Office of Student Housing & Residence
E-mail: rebecca2109@ajou.ac.kr
Tel: (+82)-31-219-2149
Office: 2nd floor of Dormitory Restaurant Hall

Housing Application Procedure

All Ajou International Students should apply for the dormitory online and international students can only stay at Hwahong Hall and the International Dormitory. Instructions are as follows:

Online Dormitory Application (dormitory application system)

Application Procedure

1. Go to: <https://edorm.ajou.ac.kr/edorm/index.jsp> LOG IN (Registered Email/Ajou ID#)
2. After log in to the above website, please select the relevant option in blue box.
3. Click application and fill out the blanks

In case of any system malfunction, we will check students' submission and if your name is not found on the list, we will inform you for re-submission.

1. Submission of Application

| | | |
|--------------------|------------------|---|
| International Dorm | 2-person bedroom | July 16 th – July 19 th |
| Hwahong Hall | 2-person bedroom | July 23 rd – Jan 26 th |
| Hwahong Hall | 4-person bedroom | July 30 th – Aug 2 nd |

2. Payment of the Dormitory Fee

| | |
|------------------------------|--|
| Payment of the Dormitory Fee | Aug 18 th (Thurs.) ~24 th (Wed.) |
|------------------------------|--|

* If you do not move in without paying by the due date without any notice, your application will be cancelled.

* Please check that you can be arranged in a 2-bed room even though you apply for the 4-bed room due to the lack of 4 bed-rooms.

3. Dormitory Fees (for the year of 2022)

| | | | |
|------------------|--------------------|------------------|-------------------------|
| Regular Semester | International Dorm | 2-person bedroom | KRW 1,295,000 /semester |
| | Hwahong Hall | 2-person bedroom | KRW 991,000 /semester |
| | Hwahong Hall | 4-person bedroom | KRW 672,000 /semester |

*Meal service is not included. Students should serve themselves in several cafeterias on campus.

4. Room Allocation Request

For resident who wants to stay in the same room of previous semester, you need to tick the question "I PREFER TO STAY IN THE SAME ROOM STAYING NOW", when you apply for the dormitory in Ajou portal.

If you have any request regarding room allocation, you can email to rebecca2109@ajou.ac.kr from 6 August to 8 August 2022 ONLY.

Due to some circumstance, your request may not be accepted.

(email subject: request for room allocation with your student ID number)

It is not advisable for you to request us to stay alone when you apply for the 2 bedroom or 4 bedroom. If you want to stay alone, consider applying for a single

5. Announcement of Selected Incoming Student

- 1) International dormitory: 22 Jul 2022 (Fri)
- 2) Hwahong hall 2-person bedroom: 29 Jul 2022 (Fri)
- 3) Hwahong hall 4-person bedroom: 5 Aug 2022 (Fri)
- 4) Availability of single room at Hwahong hall, liaise with the dormitory coordinator.

6. Required documents before move in

1) Tuberculosis Test

Before moving in to the dorm, all residents should submit the result of the health check-up (especially for tuberculosis result).

The result sheet must show normal or abnormal of TB in English or Korean. Without the result sheet, students cannot move in.

The Office of International Affairs will forward the TB test results to the Office of Student Housing & Residence at once.

❖ If you didn't submit the health check-up result yet, please email it to the OIA as soon as possible.

Without the result sheet, students cannot move in the dormitory. The tuberculosis check result should be updated every year because it is valid for 1 year.

If your tuberculosis test has expired, you must email a new TB test result to the dormitory office.

2) PCR, Rapid antigen test result or Self test kit (Your name must be written on the kit)

- a. Rapid antigen test or self test kit must be conducted within 2 days from your move in day.
- b. For an overseas entrant, you have to submit a rapid antigen test or PCR test twice.
(1. within 48 hours from entering the Korea / 2. Within 3 days after entering Korea)

If you are tested positive, you need to find the quarantine place by yourself and the cost is borne by you.

- c. Submit via **GOOGLE FORM** (Submission route of google form will be uploaded in the notice board separately, please see another notice)

3) Submission route

All required documents need to be submitted to **GOOGLE FORM** by due date (27 Aug 2022).

[Link of the "GOOGLE FORM" for submission will be uploaded in the notice board later](#), please check the upcoming notice.

7. Refund Policy

| | Within 4 weeks | Within 8 weeks | Within 12 weeks | After 12 weeks |
|---------|----------------|----------------|-----------------|----------------|
| Payment | 100% | 75% | 50% | 25% |
| Refund | 75% | 50% | 25% | 0 |

- a) If residents need to leave during the middle of the semester, residents should apply for refund request. Without refund request, the Office of Student Housing & Residence has no responsibility to refund your dorm fee.
- b) The dormitory fee will be refunded to the student according to the refund policy.
- c) The criteria of refund policy are based on the move-in date given by the dormitory and not by the individual students' actual move-in date.
- d) Residents who are expelled due to violation of dormitory rules and regulations will receive **NO REFUND**
- e) Summer or winter vacation residents have NO REFUND even though early withdrawal from the dormitory.

8. Important Notice

- A. Due to limited accommodations, room arrangement *cannot be guaranteed as your preference* and your room can be changed even though it was assigned.
 - B. If you do not apply for the dormitory within the application period, the application cannot be acceptable.
 - C. If you don't pay the bill by the due date, your application will be cancelled without further notice.
 - D. Every resident should *submit the TB test result* (Tuberculosis) sheet before moving in. The OIA will submit the Exchange Students' TB result at once to dormitory.
 - E. If you leave your stuff in a room without applying for the dormitory, it will be cleared out. You are responsible for your own belongings, nobody can be responsible for them.
 - F. Dormitory offers bedding sets (a temporary pillow, blanket and bed sheet) for only international students from the inspector office in each dorm 1st floor.
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Requirement for International Students

1. Eligibility to Move In

- A. Incoming international students
- B. Registered international students
 - 1) Excluding those who were on academic probation in the previous semester
 - 2) Excluding those who were given 30 points' penalties and expelled from the dormitory
 - 3) Excluding research students

2. Selection Criteria

- A. The resident selection shall take place every semester.
- B. Incoming students will be given priority.
- C. Selection criteria for currently registered students
 - 1) Currently registered students will be selected after the spots for incoming students are filled.
 - 2) Currently registered students must move out of their rooms prior to the beginning of the semester if not selected. Unless selected students make full payment by the deadline, the vacancies will be given to those next in line on the waiting list.

3. Room Assignment Guidelines

- A. Room assignment will be handled by the Office of Student Housing & Residence with full consideration of applicants' requests.
- B. Students who have sleep disorders (snoring, teeth grinding, etc.) serious enough to disturb roommates cannot be accepted.
- C. Students can choose from the two types of rooms: two-bed rooms and four-bed rooms. However, if there aren't any remaining rooms, the Office of Student Housing & Residence will randomly assign the rooms. *If there is a lack of 4-bed room, the Office of Student Housing & Residence will arrange a 2-bed room.*
- D. Students will be categorized into groups of Undergraduate, Graduate School, Exchange Student, etc. when allocating the rooms.

4. Dormitory Application Procedures

- A. The dormitory application submission period for international students will be the same as local students.
 - B. No application allowed after the deadline.
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Any Inquiries

Dormitory Coordinator for Foreign Students

Ms. Rebecca Lee, Ryeojin

Dormitory Coordinator for Foreign Students

Office of Student Housing & Residence

E-mail: rebecca2109@ajou.ac.kr

Tel: (+82)-31-219-2149

Office: 2nd floor of Dormitory Restaurant Hall

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- **Dormitory Address**

Room # (XXXX), Building name,

Ajou University, 206 Worldcup-ro, Yeongtong-gu, Suwon 16499, South Korea

**The Office of Student Housing & Residence
Ajou University**