

**Congratulations on your successful admission to Chungnam National University!**

Please make sure you fully understand the content below so as not to be at a disadvantage for your admission.

◎ Information about issuance of an Official Certificate of Admission and Visa:

CNU Office of International Affairs ☎+82-42-821-8822(China), 8824(Other Countries)

CNU 100년,  
위대한 미래를 향한

새로운 출발

# Important Notes for Successful Applicants Undergraduates\_2020 Fall

2020. 7.



국제교류본부

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# I. Tuition

## 1. Tuition Payment

A. Period: July 14<sup>th</sup>(Tue) 2020 ~ July 17<sup>th</sup>(Fri) 2020 09:00~16:00 [Regular Banking Hours]

### B. How to Pay

#### 1) Payment in Korea

- Designated Banks: Any KEB Hana Bank, Woori Bank and Nonghyup Bank(NH)
- Using Virtual Payment Account: Transfer money to one of personal accounts(KEB Hana Bank, Woori Bank and Nonghyup Bank(NH)) on the tuition bill (Making a deposit without a bankbook, internet banking, phone banking, CD/ATM, etc.)
- ※ Applicants do not have to pay the tuition in applicant' s name and students are responsible for paying any additional bank fees
- Using Credit Card: HANA Bank or Woori Bank card holders can visit the bank or pay through the bank' s web site

#### 2) Payment out of Korea[Transfer money from abroad to CNU]

- ▶ Sender' s name must be identical to the student' s name on passport.
- ▶ Account number will be Individually informed
- ▶ Students who transfer money from abroad must fill in the form below and send to okcnu@cnu.ac.kr immediately after transferring money.

Degree	Department of Major	Applicant's name (On passport)	Date Tuition was sent (yy/mm/dd)	Name of Person who sent Money
Freshman/ Transfer				

\* 1,000 KRW = 1 USD

\* When paying tuition, please add a bank service fee for 100 USD.

\* Tuition paid in excess is refundable.

### C. Printing the Tuition Bill

1) Period: Accessible from July 10<sup>th</sup>(Fri) 2020 10:00

2) CNU web site(<http://plus.cnu.ac.kr>)→대학생활→학생민원서비스→ “신입생 등록금고지서 출력 (<http://cnuis.cnu.ac.kr/EntUrgNotiQ.jsp>)”

3) Password: Date of Birth(yyyymmdd)

### D. Installment Payments[※ Payments within Korea only]

1) For students unable to pay tuition all at once, paying in installments is possible

2) Period of Application: July 10<sup>th</sup> (Fri)

3) How to apply: CNU web site(<http://plus.cnu.ac.kr>)→대학생활→학생민원서비스→ “신입생 등록금 분납신청(<http://cnuis.cnu.ac.kr/EntLoginPpaid.jsp>)”

4) Payment Period

- First Payment: July 14<sup>th</sup>(Tue) 2020 ~ July 17<sup>th</sup>(Fri) 2020 09:00-16:00
- Second Payment: Sep. 22<sup>nd</sup>(Tue) 2020 ~ Sep. 23<sup>rd</sup>(Wed) 2020 09:00-23:00
- How to Pay: Same as Section 1.-B. How to Pay

#### 5) Amount of each Installment

- First Payment: the First Tuition Fee
- Second Payment: the Balance of the Total Tuition Fee

#### 6) Notice

- If students do not pay within the above period, the installment payment will be canceled and you must pay all the remaining tuition within additional payment period
- Confirmation of each installment payment will be sent to your mobile phone via a text message. In addition, you can confirm your payments at your department' s office

#### 7) Printing the Tuition Bill

- 1) Period: Accessible from July 10<sup>th</sup>(Fri) 2020 10:00
- 2) CNU web site(<http://plus.cnu.ac.kr>)→대학생활→학생민원서비스→ “신입생 등록금고지서 출력 (<http://cnuis.cnu.ac.kr/EntUrgNotiQ.jsp>)”

#### E. Notice about Payments

- 1) Successful applicant who does not pay tuition within the tuition payment period will be excluded from the admission list.
- 2) Tuition should be paid during regular banking hours(09:00~16:00)
- 3) Successful applicants must submit their tuition bill at the bank even if on a full scholarship. If not, admission will be automatically rescinded.
- 4) After payment, please confirm that the payment has been successfully posted
  - ※ Confirm the status of your tuition payment by checking “등록금고지서 출력” on CNU web site (<http://www.cnu.ac.kr>)
  - ※ Please call the Office of Financial Affairs(☎+82-42-821-5133) if problem arises

## 2. Notice of Payments

- A. An applicant who wants to renounce the enrollment at CNU after completing all of the registration procedures should submit a Registration Waiver Form and a Tuition Refund Request Form to the Office of International Affairs by Aug. 21<sup>st</sup>(Fri) 2020.
- B. CNU will refund tuition to the renouncer according to the Article 6 clause 2 of the University Tuition Rules.

Time Frame for Possible Tuition Refund	Possible Tuition Refund Amount
Before the start of the semester	All tuition fees
Within 30 days after the start of the semester	5/6 of tuition fees
Between 30 days to 60 days after the start of the semester	2/3 of tuition fees
Between 60 days to 90 days after the start of the semester	1/2 of tuition fees
Over 90 days after the start of the semester	Non-refundable

## II. Additional Documents (if relevant)

### 1. Diploma/Graduation(Degree) Certificate

#### A. Applicants who graduated from a university in Korea

※ Applicants who completed course but haven't graduated from previous university have to finish drop-out procedure in the previous school by Aug. 21<sup>st</sup>(Fri) 2020

Applicants who submitted a certificate of expected degree or completion must submit their official graduation certificate(diploma)

Where and when to submit: Sep. 1<sup>st</sup>(Tue) ~ Sep. 11<sup>st</sup>(Fri), Office of International Affairs(E1-1) Room206

#### B. Applicants who graduated from a university outside of Korea

Applicants who did not submit an original graduation certificate either notarized by the embassy or by apostille must submit their original official graduation certificate(diploma) and transcript which have been notarized by the embassy or by apostille.

※ For applicants who graduated from a university in China: <http://www.chsi.com.cn>

#### C. Where and when to submit: by July 14<sup>th</sup>(Tue), Office of International Affairs(E1-1) Room206

### 2. Application for a Student Card(Smart Card)

#### A. Period: from Sep. 1<sup>st</sup>(Tue) 2020

#### B. Location: the First Student Hall (1학생회관) KEB Hana Bank(W-8)

#### C. Materials: 1 photo(3×4cm), Identification card(passport or Alien Registration Card etc.)

※ The bank will utilize the photo that you submitted during the application procedure

#### D. Method: Details will be given after admission.

## III. Course Registration

### 1. Date and Time: Aug. 3<sup>rd</sup>(Mon) 2020 ~ Aug. 7<sup>th</sup>(Fri) 2020

※ Refer to CNU web site “학사일정”

### 2. How to Register: After reading the “Course Handbook(수강편람)” carefully and a consultation with their department office, successful applicants must register for their courses through the

website(<http://cnuis.cnu.ac.kr/>)

### 3. Notice

- A. Successful applicants must register for their courses after a consultation with their department office within the above period, after paying the tuition.
- B. Login to the website(<http://cnuis.cnu.ac.kr/>) with your ID(application number) and password (birthday-yymmdd), and register for courses. After finishing the course registration, confirm the registered course.
- C. Transfer student should be careful for the credit recognition when registering for courses.
- D. For changing personal information(e.g. name, registration number), please call Division of the Registrar(☎+82-42-821-5032)

## IV. Freshman Orientation

- 1. Date and Time: Aug. 31<sup>st</sup>(Mon) 2020 15:00~16:30
- 2. Location: CNU Language Education Center(E1-1, Room101)

## V. Dormitory Guide

- 1. Expected Move-in date: Aug. 29<sup>th</sup>(Sat) 2020 ~ Aug. 30<sup>th</sup>(Sun) 2020 09:00~15:00
  - ※ Student must comply with the scheduled dates and check the notice(required documents e.g. TB test result, uploading a photo etc.) on the dormitory web site(<http://dorm.cnu.ac.kr/>) concerning details for living in the dormitory
  - ※ After Aug. 30<sup>th</sup>(Sun) 2020, students can move in only during weekdays from 14:00~18:00, and moving in on weekends is not permitted
- 2. Duration of stay: Fall semester, 2020
  - ※ An additional application is required to live in the dormitory for winter vacation and the Spring semester, 2021
- 3. Dormitory Application and Announcement
  - A. Only students who applied for the dormitory during the admission application period are entitled to be selected for living in the dormitory.
    - ※ Students who did not apply for the dormitory during the application period are not qualified
  - B. Expected date of announcement for residence list: July 21<sup>st</sup>(Tue) 2020 14:00. (tentative)
    - ※ Result will be notified in the dormitory web site, and every new resident should be aware of “the Dormitory Notice for New Residents” which is located at the dormitory web site
- 4. Dormitory Fees
  - A. Dormitory Fees(Spring semester, 2020)

(Currency: Won)

Accommodation Type		Maintenance Fees	Food Expenses	Note
Building 4(Hallway)	Double Room	401,500	Meals Included	
Building 1, 6(Apartment)	Double Room	539,000		
Building 2, 3(Studio)	Double Room	574,200		
Building 5(Apartment)	Double Room	555,500		
	Triple Room	502,700		
Building 7, 8, 9, 11 (BTL)	Single Room	1,150,600		
	Double Room	574,200		
Building 5(Studio)	For married Couple	1,435,500	Meals Excluded	
Building 10(Studio)	For married Couple	1,207,800		Cooking can be done
Building 12(BTL)	Double Room	621,500		
	For married Couple 1	1,175,900		Cooking can be done
	For married Couple 2	1,959,100		
Building 13(BTL)	Single Room	1,072,500		
	Double Room	602,800		

※ For fees of Fall semester, 2020, please refer to [Dormitory Web site]-[생활관비]

※ The cost of living includes the cost of meals(10 meals on weekdays), and the cost of meal and management cannot be paid separately.

※ Students who live in building 12 and 13 must pay the public utility charges(electricity, water, and gas bills) separately.

※ Married students have to submit the relative document which clarify marriage. If not, they will be excluded from the list. Also, there could be a room shortage.

※ Information of arranged dormitory building and fees can be found on the payment bill for dormitory.

※ The fees described above may fluctuate

#### B. Meal Plans(Fall semester, 2020)

(Currency: Won)

Type	Weekdays (Breakfast/Dinner)	Weekend	Food Expenses	Note
TYPE 1	10 meals	0 meal	498,780	3,400 for separate payment of meal
TYPE 2		2 meals	543,000	
TYPE 3		4 meals	576,840	
TYPE 4		6 meals	618,570	

※ TYPE 1 is the minimum type, and 10 meals for weekdays(breakfast or lunch and dinner) are mandatory

1) Choosing breakfast or lunch is mandatory.

2) Students who choose breakfast can buy separate meal tickets for lunch.

※ Students choose between TYPE 2~4 can use allocated meals for any meal(breakfast, lunch and dinner) on weekends.

※ Students can use the dormitory restaurant by purchasing additional meal tickets after using up all of your meals on weekends.

※ Except for the residents living in rooms for the married, building 12 and 13, and Baekhangsah,

selecting at least one meal plan is mandatory. If residents want separate payment of meal, he or she should make inquiries to the restaurant(☎042-829-4026)

C. How to pay dormitory fees

- 1) Payment Period: July 23<sup>rd</sup>(Thu) 2020 ~ July 24<sup>th</sup>(Fri) 2020 09:00~23:00
- 2) Visit the Dormitory Web site and print the payment notice
- 3) How to pay: Use virtual payment or credit card(KEB Hana Bank, Woori Bank, Shinhan Bank, Kookmin Bank)
- 4) If you submit a Residence Waiver Form by Aug. 28<sup>th</sup>(Fri) 2020 18:00, dormitory fees are fully refundable  
※ How to apply for waive of residence: [Dormitory Web site]-[입사포기 신청]
- 5) Questions about payment: Dormitory Office(☎+82-42-821-6181)

5. Notice about Dormitories

- A. If you do not pay the dormitory fees by the payment deadline, it would be considered that you cancel the dormitory.
- B. For detailed information and pictures of the dormitory accommodation, please visit the dormitory web site(<http://dorm.cnu.ac.kr>) and refer to “생활관 살펴보기”
- C. For further details, please call the Dormitory Office(☎+82-42-821-6181)

## VI. Insurance

### 1. Notice about Insurance

A. Every International student must apply for insurance according to Korean government regulations: CNU International Student Insurance(충남대 외국인 유학생 보험), National Healthcare Insurance(국민건강보험).

- Sep. 1<sup>st</sup> 2020 ~ Feb. 28<sup>th</sup> 2021 : CNU International Student Insurance (6 months)

- Mar. 1<sup>st</sup> 2021 ~ Graduation : National Healthcare Insurance (Mandatory)

1) Students cannot receive scholarships provided by the Office of International Affairs(OIA) or apply for OIA programs without insurance.

2) Students cannot register for courses without insurance.

### 2. 「CNU International Student Insurance(충남대 외국인 유학생 보험)」

A. Application and payment period for CNU International Student Insurance:

Sep. 1<sup>st</sup> 2020 ~ Sep. 30<sup>th</sup> 2020 )

B. For insurance application, sign in to the CNU International Student Insurance web site and pay the premium individually(There will be further notice about insurance by email)

1) Online system web site: <http://www.fstudent.kr/cnu2020>

2) Cost: About 100,000 KRW / 6 months

※ Costs can fluctuate according to individual circumstances such as age and gender

3) Insurance Term: Sep. 1<sup>st</sup> 2020 ~ Feb. 28<sup>th</sup> 2021 [6 months]

C. Students will get a refund after cancelling insurance for approved reason(withdrawal from school, leave of absence, graduation).

**Any personal information on the application form will be utilized only for the student's academic affairs concerning the student beginning their degree course on Sep. 1<sup>st</sup>, 2020**

<Appendix> Contact Information

Inquiry	Department	Telephone (Area Code: 042)	Homepage
Admissions	International Affairs Office	821-8825	<a href="http://ipsi.cnu.ac.kr/html/uadm">http://ipsi.cnu.ac.kr/html/uadm</a>
Visa Issuance		821-8822, 8824	<a href="http://cnuint.cnu.ac.kr/">http://cnuint.cnu.ac.kr/</a>
Registration	Financial Office	821-5133	
Scholarship	Student Affairs Office	821-5081, 5084	
School Registration	Academic Supports Office	821-5032~4	
Course Registration			
Dormitory	Dormitory	821-6181	<a href="http://dorm.cnu.ac.kr">http://dorm.cnu.ac.kr</a>
Humanities	Korean Language and Literature	821-5321	<a href="http://human.cnu.ac.kr">http://human.cnu.ac.kr</a>
	English Language and Literature	821-5331	<a href="http://english.cnu.ac.kr">http://english.cnu.ac.kr</a>
	German Language and Literature	821-5341	<a href="http://german.cnu.ac.kr">http://german.cnu.ac.kr</a>
	French Language and Literature	821-5351	<a href="http://french.cnu.ac.kr">http://french.cnu.ac.kr</a>
	Chinese Language and Literature	821-5361	<a href="http://human.cnu.ac.kr">http://human.cnu.ac.kr</a>
	Japanese Language and Literature	821-5371	
	Sino-Korean Literature	821-5381	<a href="http://sinokor.cnu.ac.kr">http://sinokor.cnu.ac.kr</a>
	History	821-5391	<a href="http://human.cnu.ac.kr">http://human.cnu.ac.kr</a>
	Korean History	821-6311	
	Philosophy	821-6321	
	Archaeology	821-6381	
	Linguistics	821-6391	
Social Sciences	Sociology	821-6331	<a href="http://socio.cnu.ac.kr">http://socio.cnu.ac.kr</a>
	Library Information	821-6351	<a href="http://munhun.page1.co.kr">http://munhun.page1.co.kr</a>
	Psychology	821-6361	<a href="http://cnupsy.ezshosting.com">http://cnupsy.ezshosting.com</a>
	Public Administration	821-5841	<a href="http://cnupa.storee.co.kr">http://cnupa.storee.co.kr</a>
	Political Science and Diplomacy	821-5851	<a href="http://politics.cnu.ac.kr">http://politics.cnu.ac.kr</a>
	Communications	821-6371	<a href="http://www.cnucomm.net">http://www.cnucomm.net</a>
	Social Welfare	821-6471	<a href="http://welfare.ngelnet.com">http://welfare.ngelnet.com</a>
Economics and Management	Economics	821-5521	<a href="http://cem.cnu.ac.kr">http://cem.cnu.ac.kr</a>
	Business Administration	821-5531	
	International Trade	821-5551	
	Asia Business International Studies	821-5960	
Natural Sciences	Mathematics	821-5421	<a href="http://math.cnu.ac.kr">http://math.cnu.ac.kr</a>
	Information and Statistics	821-5431	<a href="http://stat.cnu.ac.kr">http://stat.cnu.ac.kr</a>
	Physics	821-5451	<a href="http://physics.cnu.ac.kr">http://physics.cnu.ac.kr</a>
	Astronomy and Space Sciences	821-5461	<a href="http://astro1.cnu.ac.kr">http://astro1.cnu.ac.kr</a>
	Chemistry	821-5471	<a href="http://chem.cnu.ac.kr">http://chem.cnu.ac.kr</a>
	Biochemistry	821-5481	<a href="http://biochemistry.cnu.ac.kr">http://biochemistry.cnu.ac.kr</a>

대학명	학과명	전화번호 (지역번호: 042)	홈페이지
Natural Sciences	Geological Sciences	821-6421	<a href="http://geo.cnu.ac.kr">http://geo.cnu.ac.kr</a>
	Marine Environmental Sciences	821-6431	<a href="http://ocean.cnu.ac.kr">http://ocean.cnu.ac.kr</a>
	Dance	821-6481	<a href="http://dance.cnu.ac.kr">http://dance.cnu.ac.kr</a>
Engineering	Architecture (5-year program)	821-6280	<a href="http://archi.cnu.ac.kr">http://archi.cnu.ac.kr</a>
	Architectural Engineering	821-5621	<a href="http://archi-eng.cnu.ac.kr">http://archi-eng.cnu.ac.kr</a>
	Civil Engineering	821-5671	<a href="http://civileng.cnu.ac.kr">http://civileng.cnu.ac.kr</a>
	Environmental Engineering	821-6671	<a href="http://envi.cnu.ac.kr">http://envi.cnu.ac.kr</a>
	Mechanical Engineering	821-5641, 6641	<a href="http://me.cnu.ac.kr">http://me.cnu.ac.kr</a>
	Naval Architecture and Ocean Engineering	821-6621	<a href="http://ship.cnu.ac.kr">http://ship.cnu.ac.kr</a>
	Mechatronics Engineering	821-6871	<a href="http://mec.cnu.ac.kr">http://mec.cnu.ac.kr</a>
	Aerospace Engineering	821-6681	<a href="http://aero.cnu.ac.kr">http://aero.cnu.ac.kr</a>
	Materials Science and Engineering	821-6631	<a href="http://mse.cnu.ac.kr">http://mse.cnu.ac.kr</a>
	Electrical Engineering	821-5651	<a href="http://elec.cnu.ac.kr">http://elec.cnu.ac.kr</a>
	Electronics Engineering	821-5661	<a href="http://ee.cnu.ac.kr">http://ee.cnu.ac.kr</a>
	Radio and Information & Communications Engineering	821-6861	<a href="http://rice.cnu.ac.kr">http://rice.cnu.ac.kr</a>
	Chemical Engineering and Applied Chemistry	821-5681	<a href="http://ceac.cnu.ac.kr">http://ceac.cnu.ac.kr</a>
	Organic Materials Engineering	821-6661	<a href="http://polyfiber.cnu.ac.kr">http://polyfiber.cnu.ac.kr</a>
Agriculture and Life Sciences	Crop Science	821-5721	<a href="http://crop.cnu.ac.kr">http://crop.cnu.ac.kr</a>
	Horticultural Science	821-5731	<a href="http://horti.cnu.ac.kr">http://horti.cnu.ac.kr</a>
	Biobased Materials	821-5751	<a href="http://wood.cnu.ac.kr">http://wood.cnu.ac.kr</a>
	Environmental and Forest Resources	821-5741	<a href="http://forestry.cnu.ac.kr">http://forestry.cnu.ac.kr</a>
	Animal and Dairy Science	821-5771, 5781	<a href="http://animal.cnu.ac.kr">http://animal.cnu.ac.kr</a>
	Applied Biology	821-5761	<a href="http://abio.cnu.ac.kr">http://abio.cnu.ac.kr</a>
	Bio-Environmental Chemistry	821-6731	<a href="http://bec.cnu.ac.kr">http://bec.cnu.ac.kr</a>
	Food Science and Technology	821-6721	<a href="http://fst.cnu.ac.kr">http://fst.cnu.ac.kr</a>
	Agricultural and Rural Engineering	821-5791	<a href="http://are.cnu.ac.kr">http://are.cnu.ac.kr</a>
	Biosystems Machinery Engineering	821-6711	<a href="http://bme.cnu.ac.kr">http://bme.cnu.ac.kr</a>
	Agricultural Economics	821-6741	<a href="http://agrieco.cnu.ac.kr">http://agrieco.cnu.ac.kr</a>
Human Ecology	Clothing and Textiles	821-6821	<a href="http://cloth.cnu.ac.kr">http://cloth.cnu.ac.kr</a>
	Food and Nutrition	821-6831	<a href="http://fdnutri.cnu.ac.kr">http://fdnutri.cnu.ac.kr</a>
	Consumer Science	821-6841	<a href="http://cli.cnu.ac.kr">http://cli.cnu.ac.kr</a>
Nursing	Nursing	580-8321	<a href="http://nursing.cnu.ac.kr">http://nursing.cnu.ac.kr</a>
Biological System Sciences	Biological Sciences	821-5491	<a href="http://sbb.cnu.ac.kr/bio">http://sbb.cnu.ac.kr/bio</a>
	Microbiology and Molecular Biology	821-6411	<a href="http://sbb.cnu.ac.kr/micro">http://sbb.cnu.ac.kr/micro</a>