

# Welcome to Ajou University!





# **Welcoming Address**



## Jae-eun Kim Director of Office of International Office

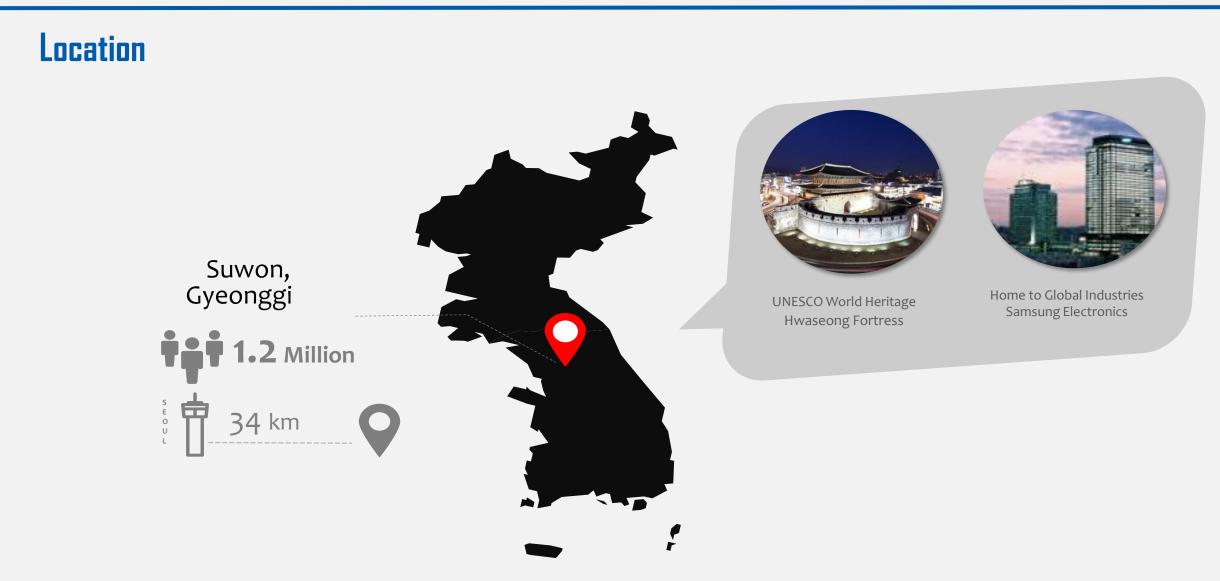




# Introduction to Ajou University!





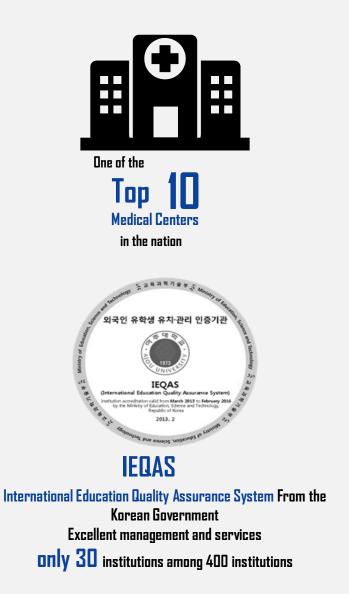


"Perfect balance between Academic Environment and Dynamic City Life"

## Introduction



Schools and Colleges





## **Brief History**

#### 1971

Agreement on the Foundation of Technology College between French & Korean Governments



#### 1973

Establishment of Ajou Engineering College



#### 1977

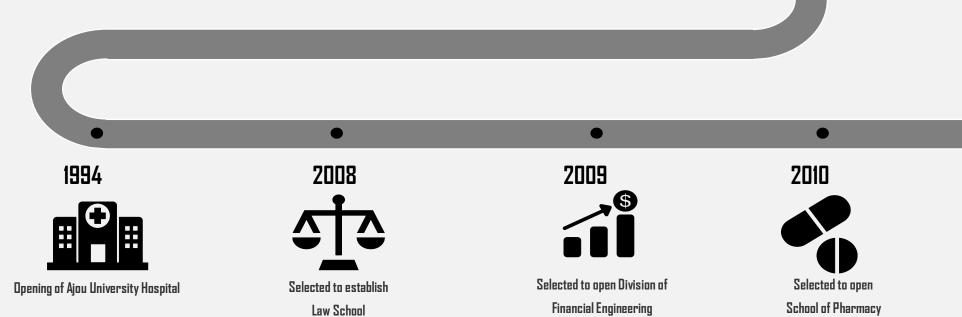
Establishment of Daewoo Educational Foundation

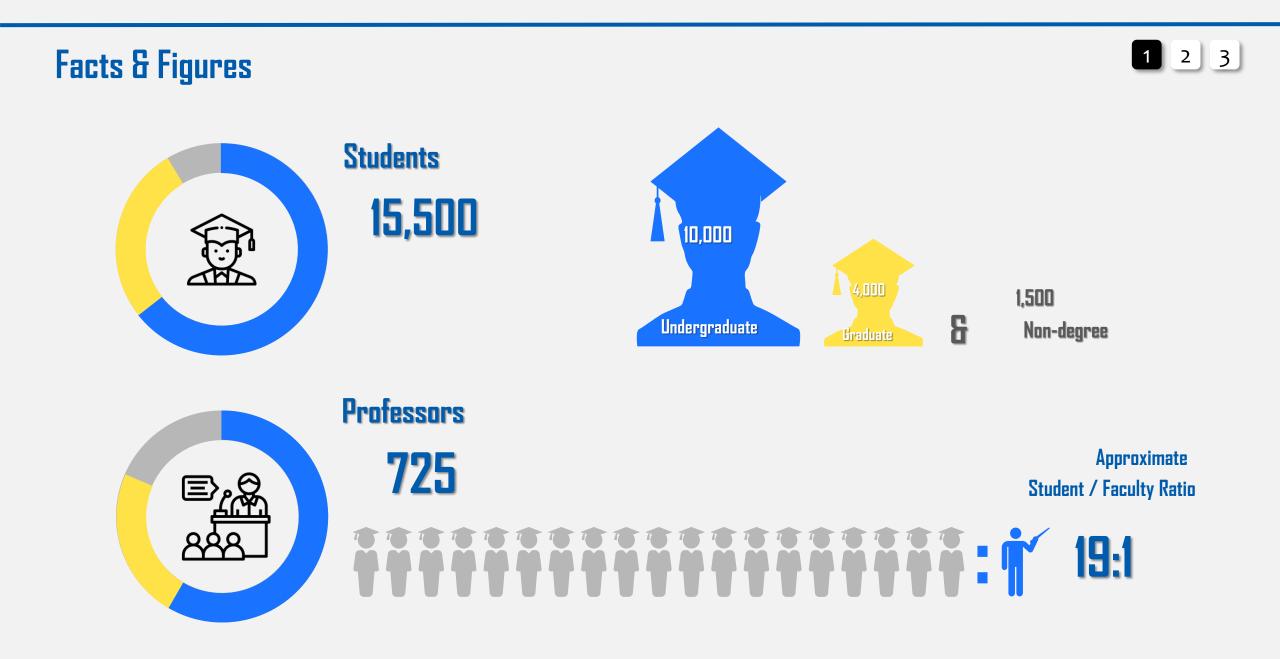
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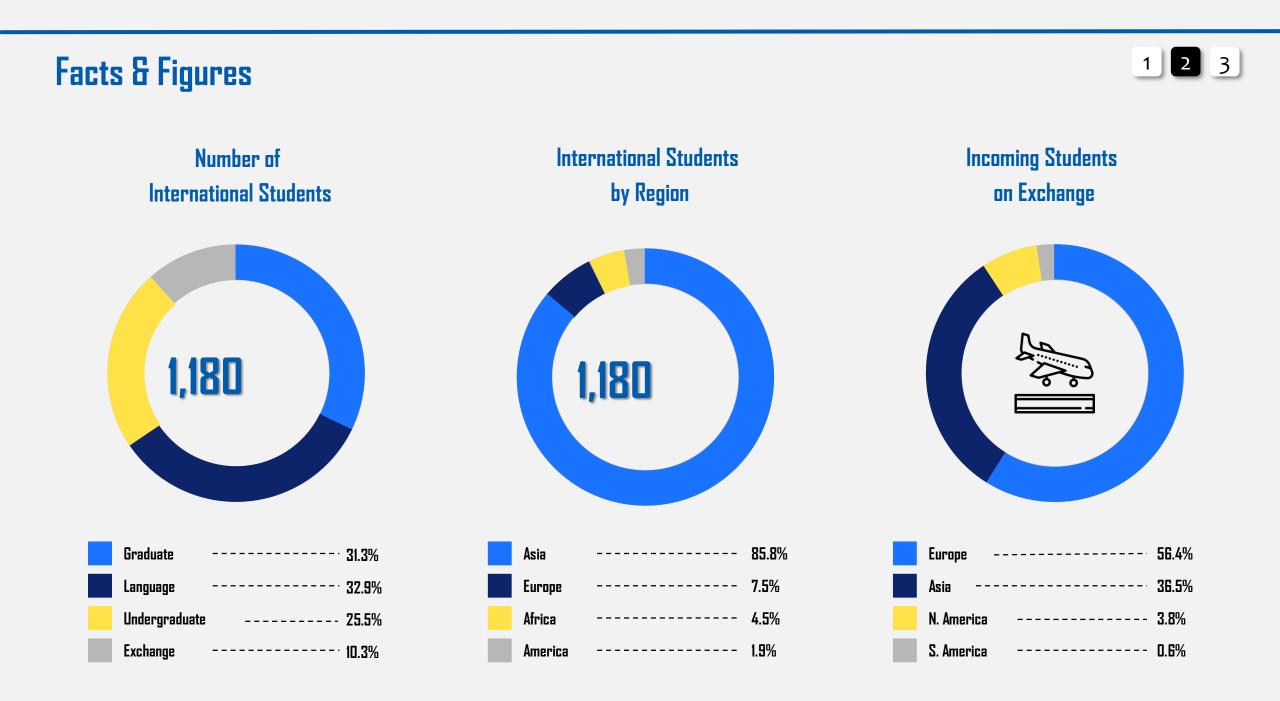
#### 1981

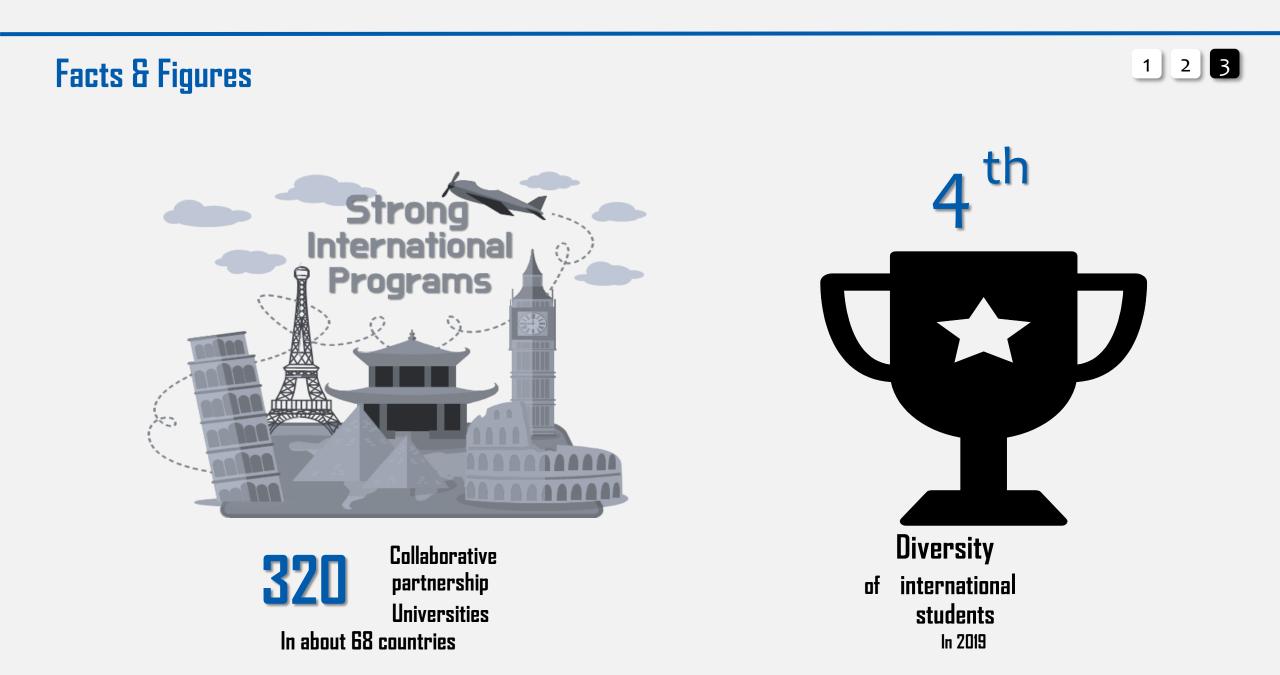
Growth to Ajou University (Comprehensive)











# Introduction to Staff Members







Dr. Jeong Houn Son Vice President for International Affairs







Dr. Chun Suk Yoon Associate Vice President for International Affairs





# **International Exchange and Cooperation**



Ms. Jae-Eun Kim Director



Mr. Joonghwa Kim Associate Director



Ms. Jenny Park Dutgoing Program Coordinator



Ms. Hyunkyung Ryoo Short-term Program Coordinator



Ms. Jayoung Oh Paran-ladder program Coordinator



Ms. Seungyun Kim Incoming Program(GKS & A.G.A) Coordinator



Ms. Daian Lee Incoming Program Coordinator

# **Global Initiatives & Center for Int'l Education**



Mr. Dong-Yeol Lee Director



Ms. Jeong-Young Choi International Student Recruitment



Ms. Sangmin Lee Undergraduate Admission



Ms. Yeonwoo Choi International Student Counseling Support



Ms. Jong Won Lee CIE Management



Ms. Su Yeon Sim Class Management



Ms. Hee Jin Byun Student Management



Ms. Thi Huong Nguyen Counseling and Support

# **Graduate School of International Studies**



Mr. Young-Sik Ahn Associate Director



Ms. Hwang Injeong Coordinator(KOICA)



Ms. Seula Lee Coordinator



Ms. Eunhye Cho Coordinator



Ms. Jiyeon Moon Coordinator

## **Graduate School**



# Int'l Offices at Ajou University

## Office of International Affairs

- ➢ International Cooperation & Strategy
- ≻ General Services (Visa matters, Insurance.. etc.)
- International Programs (degree, exchange, summer etc.)

Yulgok Hall Exchange: #152 Undergrad: #153

Mon. – Fri. 9 a.m. – 6 p.m. Lunch Break 12 p.m. – 1 p.m.



## **Int'l Offices at Ajou University**

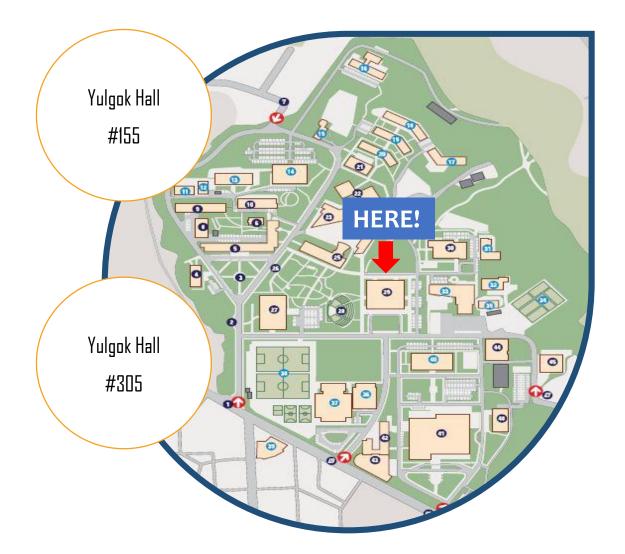
## GSIS(Graduate School of International Studies)

Academic Affairs for GSIS students
 General Services & Activities for GSIS students

## **Graduate School Office**

> Academic Affairs & General Services

Mon. – Fri. 9 a.m. – 6 p.m. Lunch Break 12 p.m. – 1 p.m.



# **Contents**

	Key Information	
Session	- Important Things to Do	
1	- Immigration Information	
	- Health Insurance	
	Campus Life & Adjustment to Ajou	
Session	- How to use Ajou Portal	
2	- Facilities at Ajou	
Session 3	Dormitory Life	
Session 4	Sexual Harassment & Sexual Violence Prevention	



# **Session 1**

# Key Information





# Important things to do after arrival

### 1. Application for Alien Registration Card

### 2. Student ID Card

Exchange students (on-campus)	Pick it up from the first floor of the dormitory
Exchange Students (off-campus)	Pick it up from the OIA (Yulgok Hall #152)
Undergraduate students	Pick it up from the OIA (Yulgok Hall #153)
GSIS students	Pick it up from the GSIS office (Yulgok Hall #155)
Graduate students	Pick it up from the Graduate School Office (Yulgok Hall #305)

#### 3. Bank Account Opening

- Bank on campus: KB Bank (국민은행)
- Passport / Student ID Card / Alien Registration Card

### 4. Health Insurance

## **Immigration Information: Visa**

## VISA

Only available D-2 (Study) Visa

D-2-2 Undergraduate D-2-3 Master D-2-4 Ph.D. D-2-5 Research D-2-6 Exchange Students



## Check your Visa type!

## **Immigration Information: ARC**

## Alien Registration Card(ARC)

- > For all international students staying in Korea for more than 90 days.
- Individual visits to the Immigration Office are not recommended.
- > Alien Registration Card should be returned to the Immigration Office when you permanently depart from Korea.

## Application for Alien Registration Card(ARC)

 $\succ$  To be announced by each program

## **Immigration Information:** Extension of Visa

## Extension of Stay / Visa

- > In case of Expiration of Permission of Stay
- > In case of Extending the Study Period
  - Where? Suwon Immigration Office (<u>www.hikorea.com</u>)
  - When? Before 2- 4 months of the expired date
  - Required Documents : Ajou Website (<u>https://oia.ajou.ac.kr/oia/life/immigration.do</u>)
     e-Government (<u>www.hikorea.com</u>)

## **Immigration Information:** Change of Visa

## Change of Stay / Visa

- $\succ$  In case of working in Korea after graduation
- Changing status to:
   Professorship (E-1), Research (E-3), or Special Occupation (E-7)
  - Where? Suwon Immigration Office
  - When? After finishing the degree program
  - **Required Documents** : e-Government (<u>www.hikorea.com</u>)

# Immigration Information: Part time employment

## Part-time Employment Permission (S-3)

- Students can work part-time with a permission
   (Can work after 6 months of stay in Korea)
- ➢ Allowed Work Place & Time
  - Undergraduate: Up to 20 hours per week during school terms
  - Postgraduate: Up to 30 hours per week during school terms
- ≻ Allowed Field
  - Occupation acknowledged as having relation with the major
- ➢ Restricted Field
  - Private Tutoring etc.
- ★ Check the Hikorea website for the details! (<u>www.hikorea.com</u>) Please obtain prior permission from your program office.

# Immigration Information: Temporary absence

## Temporary Absence from School

- > Temporary absence from school is allowed in case of family matters, natural disaster of the home countries and etc.
- > When you have to be temporarily absent from school, Korean immigration law requires to leave Korea within 14 days from the date you registered to be absent
- > Your D-2 visa becomes invalid after your absence date
- To stay in Korea continuously, students need to get a permission for proper status(requires proper visa)

   ★ Please inform your program office before the absence

# **Immigration Information:** Visa Expiration

### Completion of study & Visa expiration

- $\succ$  When a student's study is completed,
  - it will be reported to the immigration office
  - your visa will be expired automatically even if your expiry date on the AR card indicates otherwise.
- > When you complete your studies, you should leave Korea within <u>14 days</u> from the reported date.

# Immigration Information: Report of Change

- Change of information can be reported by either visiting the Immigration Office or online at hikorea.go.kr.

- It is the student's responsibility to update the information on time.
- Failure to report will result fine or unfavorable penalty.

## **Reporting Change of Registered Information**

- International students must report changes\* in Alien Registration Matters within 14 days from the change.
   Name, Gender, Date of Birth, Nationality, Passport Number, Date of Issue, Expiry Date, Residence
- > Required documents: Passport, Alien Registration Card, Application form, additional documents that proves the change

# Immigration Information: Report of Change

- Change of information can be reported by either visiting the Immigration Office or online at hikorea.go.kr.

- It is the student's responsibility to update the information on time.
- Failure to report will result fine or unfavorable penalty.

## **Reporting Change of Address**

- > International students must report their change of address within <u>14 days</u> after moving into a new residence.
- > Required documents: Proof of Residency(Confirmation of Residence/Accommodation or rental contract)
- $\succ$  It can be done at the nearest community service center (Dong or Gu Office) or immigration office.

# **Immigration Information**

### ★ For urgent matters ONLY

Visit Immigration Office after making an Online Reservation

- > Make an account in Hikorea (e-government)
- > Make an **online reservation** to avoid heavy traffic
- Visit http://www.hikorea.go.kr English Reservation
- > Tel. 1345 (No area code is required)

# Health Insurance: National Health Insurance Service(NHIS)

All international students are required to have health insurance so that they can safely receive adequate medical care while living in Korea in the event of an unexpected illness and/or injury.

★ As of March 2021, all foreigners in Korea are required to apply for health insurance through NHIS.

🖈 Failure to make insurance payments on time will result in restrictions on insurance coverage as well as on visa extensions, etc.

> Contact Information

- Inquiry

1577-1000 Dial 7 for information on foreign languages

- Consultation

033-811-2000 Service in foreign languages (English, Chinese, Vietnamese and Uzbek)

Service Hours: Mon. – Fri. 9 a.m. – 6 p.m.

# Health Insurance: National Health Insurance Service(NHIS)

- > As of 2021, the monthly payment for international students : **KRW 39,540**
- Due Date: The contribution for the next month is due by the 25<sup>th</sup> of the current month (prepayment).
   Ex. Contribution for November 2021 -> payable by October 25, 2021

   (billed around the 10<sup>th</sup> of each month)
- If the student has been subscribed to NHIS in the middle of the month, the payment for the following month and the prepayment for next month will be charged in the bill.
  - Ex. Subscribed to NHIS on October 15<sup>th</sup>, receive the bill in early November for the month of November and prepayment for December
- > Payment Method: Automatic transfer (from your bank account or credit card), website, NHIS branch office, bank
- > Above information is subject to change by the National Health Insurance Service

# Health Insurance: National Health Insurance Service(NHIS)

- Insurance benefits are available from the date of enrollment and receive the same benefits as the Korean citizens.
- Various benefits are available, including dental, oriental medical treatment, health checkups, and etc.
   The above is inapplicable to non-covered items, such as treatment for diseases that do not affect work or daily life (ex. plastic surgery).
- > A person who receives medical care benefits bears part of the medical expenses as below.
  - Outpatient Medical Services: 30%-60% of the NHI, covering expenses (varies by medical care institution type and area)
  - Hospitalization Expenses: 20%

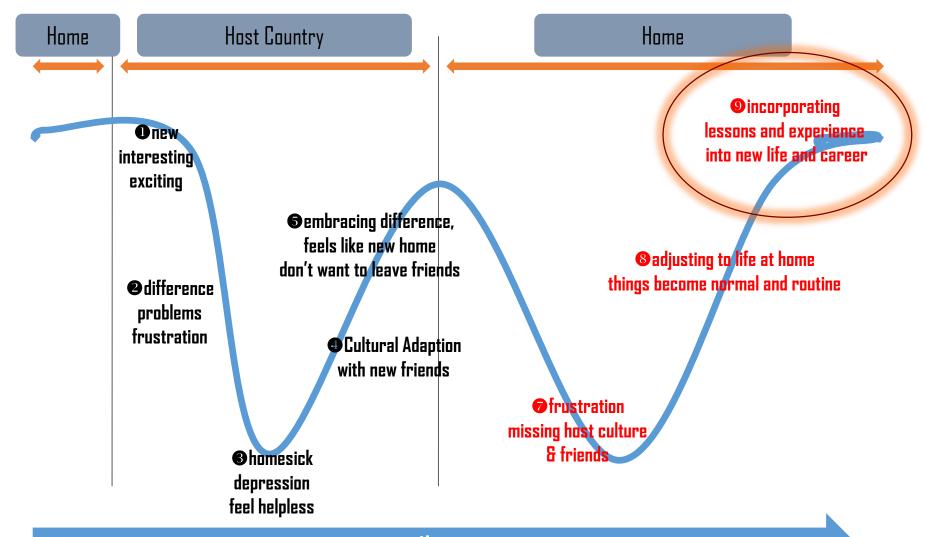
# **Session 2**

# Campus Life & Adjustment to Ajou



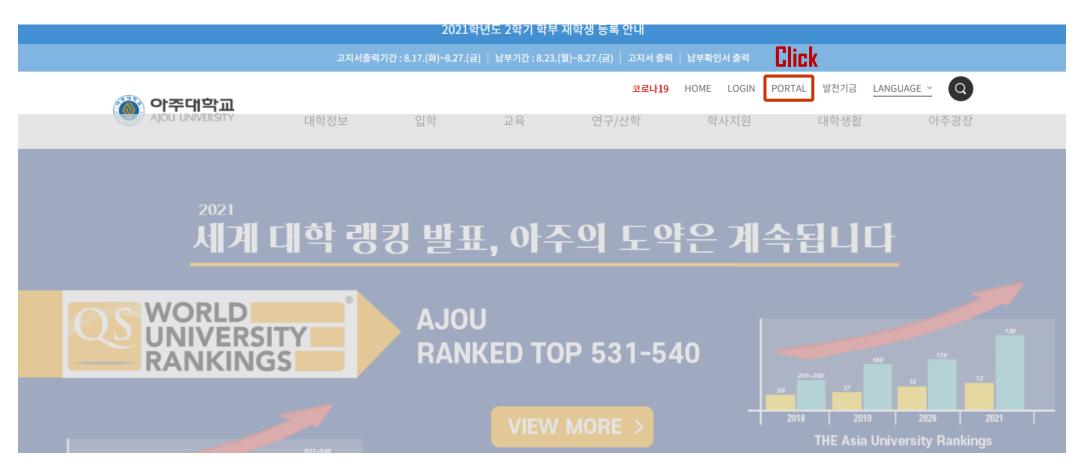


## **Tips for Transition**



time

How to get to Ajou Portal (https://www.ajou.ac.kr/kr/index.do) 🖙 Click 'Portal'



Click

Once in Portal ☞ Click '로그인하세요' which means 'Login'

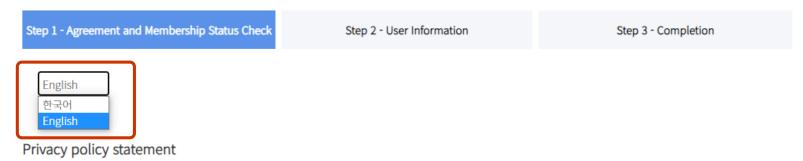
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Once you get in to the log in page ☞ Click '통합 ID 신청'

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mportal.ajou.ac.kr/member/join.do		

#### Application for Integrated ID



If you want to create a new ID, please read the below service and personal information agreement and agree to them.

All personal information dealt with by Ajou University is collected, stored and processed in accordance with the Law of Privacy Protection by Public Organizations or with your voluntary consent.

Ajou University's Privacy Protection Policy applies to information of the users of all websites operated by Ajou University and personal information required to execute pertinent tasks, and the details are as follows.



Name	
Student number / Faculty number	
Date of birth (YYMMDD)	6 digits before resident registration or foreign registration number (YYMMDD)

\* New students are eligible for membership after student number is granted.





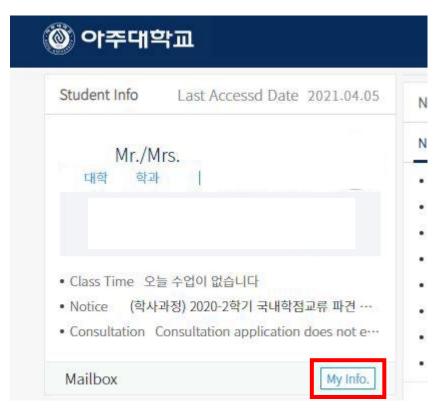
## How to Use Ajou Portal: Log in

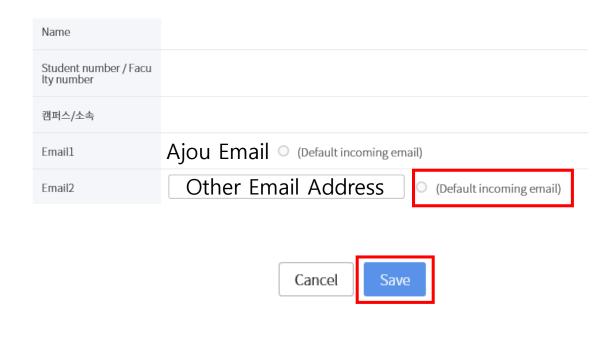
Log in with your ID (do not include @ajou.ac.kr) and PW

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개인정보처리방침	© 2018 Ajou Univ

# How to Use Ajou Portal: Change Default Email

- 1) Log in at Ajou Portal
- 2) Click "My Info." Under Student Info
- 3) Check Email2 as "Default incoming email" if you want to receive emails from the professor to your other email address than the Ajou email.
- 4) Click Save





## How to Use Ajou Portal: Ajou Bb

You can see your personal information and click 'Ajou Bb' to check your registered courses

		Login to Ajou Bb (portal	.ajou.ac.kr	)	
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		• [LINC사업팀]CES 2021 참가에 따른…	2021.01.12	• 1학기 1차 복학 신청	12.30 (수) ~ 01.19 (화)
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## How to Use Ajou Portal: Ajou Bb

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		3. Qwickly+ 연동 인내 (18.92.20)				to take Online Co	•

## How to Use Ajou Portal: Ajou Bb

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	ADD COMMENTS						n be submitted only once or ending on the professor.
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	When finished, make sure to click:	Submit.				to your Ajou email o	account.
	Optionally, click <b>Save as Draft</b> to		áng later, or click <b>Cane</b>	el to quit without saving	changes. Can	cel Save Draft Submit	

## How to Use Ajou Portal: e-Attendance

Login to Ajou Bb (portal.ajou.ac.kr)						
아주대학교 (NEW) Academic Affairs	Information Ajou Gmail Ajou Bb e-Atten	idance null Community Main Sites				
Student Info Last Accessd Date 2021.01.13	Notice 🏫	Academic Calendar 🖍				
	Notice Ajou News Seminar Campus News 🗖					
	• [교수학습개발센터] 인공지능(Al)에… 2021.01.13 • [대학일자리센터] 2021공공기관채… 2021.01.12	• 2학기 수업평가     12.01 (화)~01.04 (월)       • 2학기 성적입력     12.16 (수)~01.03 (일)				
	• [LINC사업팀]CES 2021 참가에 따른… 2021.01.12 • [재공지]학생성공시스템 네이밍 공모… 2021.01.12	• 1학기 1차 복학 신청       12.30 (수) ~ 01.19 (화)         • 신정       01.01 (금) ~ 01.01 (금)				
• Class Time 오늘 수업이 없습니다 • Notice (학사과정) 2020-2학기 국내학점교류 파견…	• [일반대학원] 설문조사 참여하고 아… 2021.01.12 • [다산학부대학] 2021학년도 신입생… 2021.01.12	• 2학기 성적 공고일 01.04 (월) - 01.04 (월) More ~				
Consultation Consultation application does not e	• 2021년 1학기 천안시 대학생 학자금… 2021.01.12 • 긴금 단수 종료 안내(교내 모든 건물) 2021.01.11	요람 Q				
Mailbox My Info.	Nore ~	년도 <b>v</b>				
Class Schedule Mon. Tue. Wed. Thu. Fri. Sat.	Personalized Notice (인문대학/시학과)	학부 ∨       학과 ∨				
No Data Found.	• 2021-1학기 인문대학 수강신청 안내… 2021.01.12 • [대학원] 2021-1학기 외국어(영어)시… 2021.01.08	Consultation Status ㅋ 2021년 01월 ►				
Calendar - 01.13 (수)	• [대학원] <b>2021</b> 학년도 1학기 전과 신… 2021.01.08 • [대학원] <b>2021</b> 학년도 1학기 휴학 및… 2021.01.08	Area Form Dept./Grade Name Reservati…				

## How to Use Ajou Portal: e-Attendance

	Check	the attendance	e/Timeta	ble
<b>아주대학교</b> AJOU UNIVERSITY				LANGUAGE 🔻 😩
☆ HOME Search Attendance	2020 Attendance statu	s for the winter sess	sion	<b>a. Search Attendance Status</b> You should check the attendance
Status		⊘ Present	<b>O</b> Case	status regularly as you might
a Search Timetable		⊘ Late-In	<b>O</b> Case	recieve a F if your attendance
<ul> <li>Search Class</li> <li>Information</li> </ul>	Week	⊘ Absence / U····	<b>O</b> Case	does not meet the expectation.
Request for	Today's Class			b. Search Timetable
Attendance Status Change ∽ Notice	Course Code Semester /Separated class	Course Title	Cri	You can check your timetable and course schedule
			Data	not found.

\* Please make sure to check your attendance for each class regularly. Especially for online courses, checking your attendance is essential.

# **Facilities at Ajou: Counseling**

#### **Counseling & Support Office for International Students**

- Trained counselors are available to discuss a wide range of topics related to university life, including personal issues, career paths, schoolwork and general issues related to life in Korea
- > Counseling is offered in diverse formats, such as in-person, contactless(Zoom), and open chat.



## **Facilities at Ajou: Health Care**

#### University Health Care Center on Campus

- > Where: #227, 2<sup>nd</sup> floor of the Student Union 2 Building
- > Office Hours: Mon. Fri. 9 a.m. 6 p.m. (Lunch Break 12 p.m. 1 p.m.)
- > Things to bring: Ajou Student ID card

## **Facilities at Ajou: Health Care**

Ajou Homepage -> Campus Life -> Student Support -> Health Care Center -> Cooperating Medical Institutions <u>https://www.ajou.ac.kr/en/life/cooperating-medical-institutions.do</u>

#### Medical Centers/Hospitals around Campus

These are the list of Medical Centers and Clinics around Campus to guide you to recover from any primary diseases and injuries as soon as possible.

Yonsei Nanum Clinic (연세나눔의원)	Lee yi hyung Clinic (이의형내과)	Ajou Well E.N.T Clinic (아주웰이빈인후과)	S-Seoul Hospital (S서울병원)
<ul> <li>031-212-3133</li> <li>Vaccination, chronic disease, IV nutritional therapy, mild illness, chest*heart*vascular disease, diagnosis and treatment of varicose veins</li> </ul>	<ul> <li>031-212-3688</li> <li>Respiratory, digestive, diabetes, high blood pressure, thyroid disease, comprehensive medical checkup, vaccination</li> </ul>	<ul> <li>031-213-5453</li> <li>Sinusitis surgery, orthodontic surgery, chronic rhinitis surgery, thyroid ultrasonography, sleep disorder clinic, ear clinic</li> </ul>	031-225-7000     Spine, joint center, exercise therapy center, internal medicine and examination center
Choice Hospital (초이스 정형외과)	Seoul Sungmo Eye Hospital (서울성모안과)	Dr. Bong's Dermatologic Clinic (봉 피부과의원)	Rose and Nightingale Clinic (장미꽃과 나이팅게일의원)
• 031-216-8275 • Orthopedics	<ul> <li>031-226-8321</li> <li>Eye correction, presbyopia correction, retinal disease (cataracts, glaucoma, and diabetes retinopathy), eye disease and ophthalmoplasty</li> </ul>	<ul> <li>031-211-8275</li> <li>Plastic surgery clinic, skin clinic, laser clinic</li> </ul>	<ul> <li>031-211-3659</li> <li>Neurofibroma, lipoma, pilonidal sinus, sebaceous cyst, ingrown toenails</li> </ul>
Sae-Sol Clinic (새솔외과)	Yonsei Obstetrics and Gynecology Clinic (연세산부인과의원)	Gyu Dental Clinic (규치과)	
<ul> <li>031-202-7544</li> <li>Removal and plastic surgery of burn scars and various surgical diseases</li> </ul>	<ul> <li>031-211-5151</li> <li>Consultation and treatment on overall care for women, teenagers and infants' health.</li> </ul>	031-214-6822     Dental Treatment	

## Facilities at Ajou: Ajou Service Center

Student ID Card
 (Re – Issuance & Extension of Validity)

Official Certificates Issuance
 (English / Korean)

Use of the Internet, Scanner, and fax machine (local fax only)

> Lost & Found

Mon. – Fri. 9 a.m. – 6 p.m. Lunch Break 12 p.m. – 1 p.m.



## **Facilities at Ajou: Ajou Service Center**

Fax & Scan

- Available at the ASC
   (Student Union 2 Bldg. Rm #116)
- ≻ Local Fax Only
- No International Fax service on Campus (use scanner and send via E-mail)



## **Facilities at Ajou:** Automatic Certificate Issuance



- Location In front of Rm. 116, New Student Union Building
- Hours of operation
   Weekdays 09:00–21:00 / Weekends & holidays 09:00–19:00
   \*If the door is locked, please call the Maintenance Office (031-219-2245).
- Directions for certificate issuance Use the same ID and password you use for the Ajou University Student Portal

\* Accepted forms of payment: Credit card, mobile phone cash (cash not accepted)

## **Facilities at Ajou**

#### Facilities

1) Library

2) PC Labs

3) Cafeteria

4) Health Care Center

5) Fitness Center

★ Please refer to the booklet for more details!



## Cafeteria

Location	Working Hrs.	
Dorm, Dining Hall	10:00 ~ 14:00 17:00 ~ 19:00	* Closed
Dorm Dining Hall, 2 <sup>nd</sup> floor	11:00 ~ 14:00 17:00 ~ 19:00	
1 <sup>st</sup> floor, Student Union 1 Bld.	9:00 ~ 18:30	3
1 <sup>st</sup> floor, Dasan Hall	9:00 ~ 20:00	
1 <sup>st</sup> Floor, Paldal Hall	9:00 ~ 19:20	
12 <sup>th</sup> Floor, Yeonam Hall	12:00 ~ 19:00	3
	Dorm, Dining Hall Dorm Dining Hall, 2 <sup>nd</sup> floor 1 <sup>st</sup> floor, Student Union 1 Bld. 1 <sup>st</sup> floor, Dasan Hall 1 <sup>st</sup> Floor, Paldal Hall	Dorm, Dining Hall         10:00 ~ 14:00           Dorm Dining Hall, 2 <sup>nd</sup> floor         17:00 ~ 19:00           Dorm Dining Hall, 2 <sup>nd</sup> floor         11:00 ~ 14:00           17:00 ~ 19:00         17:00 ~ 19:00           1 <sup>st</sup> floor, Student Union 1 Bld.         9:00 ~ 18:30           1 <sup>st</sup> floor, Dasan Hall         9:00 ~ 20:00           1 <sup>st</sup> Floor, Paldal Hall         9:00 ~ 19:20

\* Opening hours can be different depending on the COVID status.

# **Prohibition of Drinking on Campus**

Drinking is not allowed at any place on campus under campus regulations.



## **Exploring Korea & Safety:** Telephone

**Telephone Service** 

◆ SK Telecom <u>www.tworld.co.kr</u>

♦ KT <u>www.kt.com</u>

◆ LG U+ <u>www.uplus.co.kr</u>

## How to use Transportation Card

- There are card reader devices at the entrance and the exit of the bus
- Touch the transportation card to the card reader TWICE(Both getting on and off)
- You can only benefit during transfer by using your transportation card



## By Bus

➢ Fast & Cheap Transportation

> Announcement is only in Korean, so don't miss your destination!

#### Metropolitan bus KRW 2,800~2,900

Fastest way to Seoul
① Gangnam Station
② Sadang Station
③ Seoul station

<mark>City bus</mark> KRW 1,450 ~ 1,500



# Suwon & Gyeonggi province Suwon Station Hwaseong



## By Subway

- $\succ$  Easy & accurate transportation
- > All announcements in Subway are offered in English
- $\succ$  Subway fee varies according to distance
- Basic fare KRW 1,250 (additional fares may be charged based on the distanced traveled)





## By Taxi





- ➢ Fast & convenient transportation
- Most of taxi drivers are not good at English, So it is important to know the destination in Korean
- Regular Taxi Basic fare KRW 3,800 20% more from 24:00~04:00
- ≻ Download "Kakaotaxi" app



## By Train

- $\succ$  If you want to travel other than Gyeonggi
- You can get information for your destination on the Internet or at the station
- Nearest Train station
  Suwon Station



# Exploring Korea & Safety: Korean Money

10000

## Korean Currency & Exchange rate









EE 1162786 E

10000

(3)

한국은행

한국은행 송자 詞

만원

 $\succ$  Exchange rate (Aug. 22<sup>nd</sup>, 2021)









# **Exploring Korea & Safety:** Voltage

### Voltage

◆ Please check if your plug is compatible in Korea









## **Exploring Korea & Safety:** Emergency

Public Safety & Emergency Contacts

- III (No Area code)
   International Crime Reports or Consultations
- 112 (No Area code) Traffic Accident & Crime reports Hot line(Police)
- ◆ 119 (No Area code) Emergency Rescue

If you are not sure where you to call, just call one of them.

If you are in a really big emergency, they will all help you.



# **Exploring Korea & Safety:** Crime Prevention

#### How to Report a Crime

Call 112 immediately for prompt assistance if you have witnessed or are the victim of a crime.
 When making a report, inform your current location and situation, and calmly testify when, where and how you have incurred damages, the facial appearances, characteristics, items carried by, number of, direction of escape, transportation means used by the assailant, and others.

Also report through the '112 Emergency Report App' or a 'text message'.

## How to Prevent Crimes in Daily Life

 Do not respond to any phone calls that demand account remittance or cash by impersonating public or financial institution, or personal information such as account, credit card and alien registration number.

# **Exploring Korea & Safety:** Crime Prevention

#### Unknowingly Committed Crimes

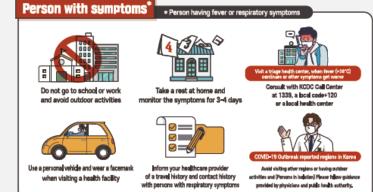
- ◆ Jaywalking (pedestrians must cross the street at a crosswalk).
- ◆ Illegal part-time employment (students must get approved by the immigration office).
- ◆ In the event of forming/joining a group for the purpose of committing crimes.
- Carrying weapons that can cause serious harm to human life.
- Actions related to drug related crimes, illegal photography and transmission of sexual exploitation materials.
- Taking possession of properties which doesn't show ownership from the streets can be punished for theft or embezzlement of lost articles.
  - Return the possession to the nearest police station

## **Exploring Korea & Safety:** covid-19

## **COVID-19 Guideline**

☑ 월명관리본부 KCDC





🌀 질병관리청

1339 1339

#### Wearing a Face Mask! Must-have Item in Daily Life to Prevent Infection



Wearing a mask is made mandatory. This will help stop the spread of COVID-19 infections and protect people's health.

#### How much is the fine?

#### For violators

Those not wearing a face mask or not wearing them properly will be subject to a maximum fine of 100,000 KRW, regardless of the number of violations.

#### For managers and operators of facilities and places

Those who fail to fulfill the management duties of notifying and providing COVID-19 preventative guidelines will be subject to a maximum fine of 3 million KRW.
1.5 million KRW for first-time violators and 3 million KRW for second-time violators.

Fine imposition will be enforced from November 13 (Fri)!

#### Note that local governments may apply different rules in imposing fines on places!

- Make sure to thoroughly check the administrative orders of your region \* Local governments can add more facilities and places governed by their administrative orders, depending on the COVID-19 situation
- Visit the COVID-19 website (homepage) for each region's administrative order and related inquiries

COVID-19 Website (homepage) | ncov.mohw.go.kr

## WEAR GULATION : FACE MASK REGULATION : penalty for refusal to wear



Wearing a face mask is required to reduce the spread of COVID-19 and to help protect yourself and others.

#### How much is the fine?

#### For violators

Those not wearing a face mask or not wearing it properly will be subject to a maximum fines of up to KRW 100,000, for each violation.

#### For managers and operators of facilities and places

Those who fail to fulfill the management duties of notifying and providing COVID-19 preventative guidelines will be subject to a maximum fine of 3 million KRW.

\*KRW 1,5 million for the first-time violators and KRW 3 million for the second-time violators

#### Note that local governments may apply

#### different rules in imposing fines on places!

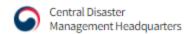
- Check the administrative orders of your region
   Local governments can add more facilities and places governed by their administrative orders, depending on the COVID-19 situation
- Visit the COVID-19 website (homepage) to check the administrative orders of your region and the contact number.

COVID-19 Website (homepage) 💮 ncov.mohw.go.kr

Issue Date: 2020, 2, 25

#### http://ncov.mohw.go.kr/en/

#### Coronavirus Disease-19, Republic of Korea

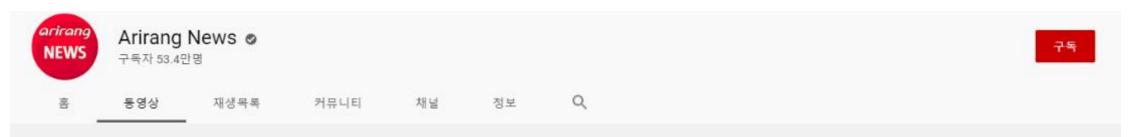




Korean
 Chinese

About COVID-19	Latest Updates	Media Resources	Public Advice & Notice	Guidelines	Social Distancing
Curren		Restriction on private gather	1.23. ~Sept. 5.) Level 4 for great rings of 5 or more people maintained I 4 areas are restricted to take-out an ully vaccinated people are allowed in	for non-greater Seou	

#### https://www.youtube.com/c/ArirangCoKrArirangNEWS/videos



업로드한 동영상 ✔ 모두 재생

➡ 정렬 기준



S. Korea reported 1,628 new COVID-19 cases on Sunday Chaotic scenes reported outside Kabul's airport as... Blue Jays' Ryu Hyun-jin tied for AL wins after Detroit... S. Korea shows significant vaccination progress with... UN Secretary-General Antonio Guterres urges N.... Heavy rain alert in effect in country's southern regions...

# **Session 3**

# **Dormitory Life**











# INTRODUCTION

1. CAMPUS MAP

- 2. DORMITORY (HWAHONG HALL, INTERNATIONAL DORM)
- 3. PENALTY CRITERIA OF DORMITORY
- 4. COURTESY

(NOISE, STEALING, FOOD STICKER, USE OF REFRIDGE, RICE COOKER STICKER)

5. COVID-19 PREVENTION

6. SERVICE (BLANKET&PILLOW, INCONVENIENCE & INSECT REPORT)

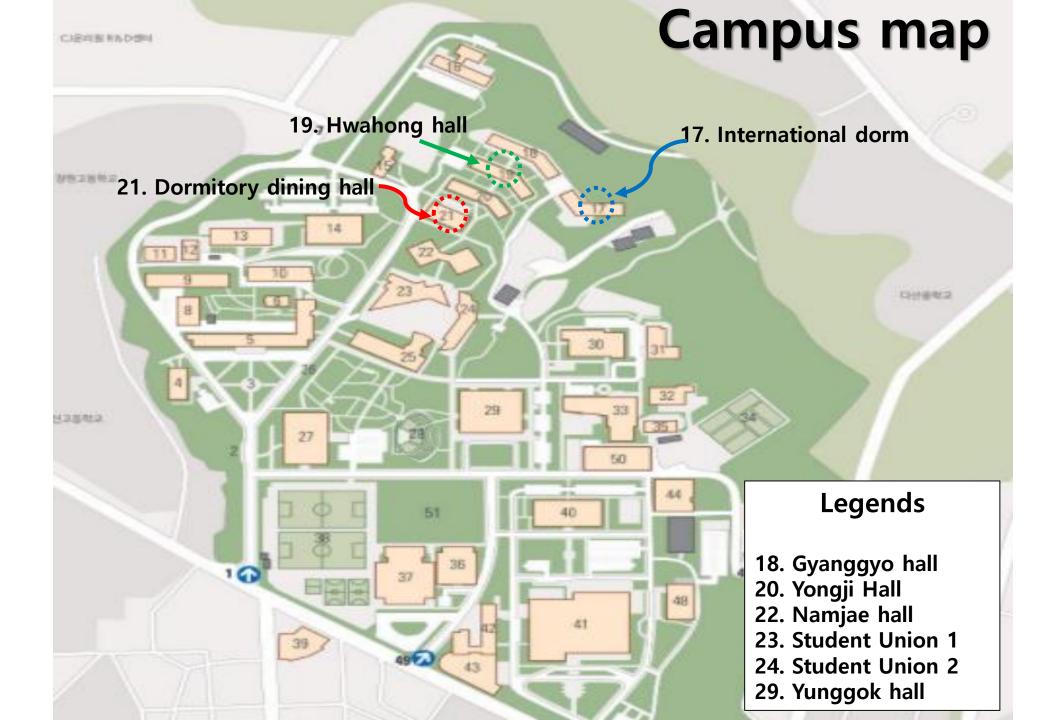
7. MOVE IN & OUT SCHEDULE

8. IMPORTANT REMINDER

9. CONTACT (DORMITORY OFFICE, INSPECTOR OFFICE)



## **1. CAMPUS MAP**





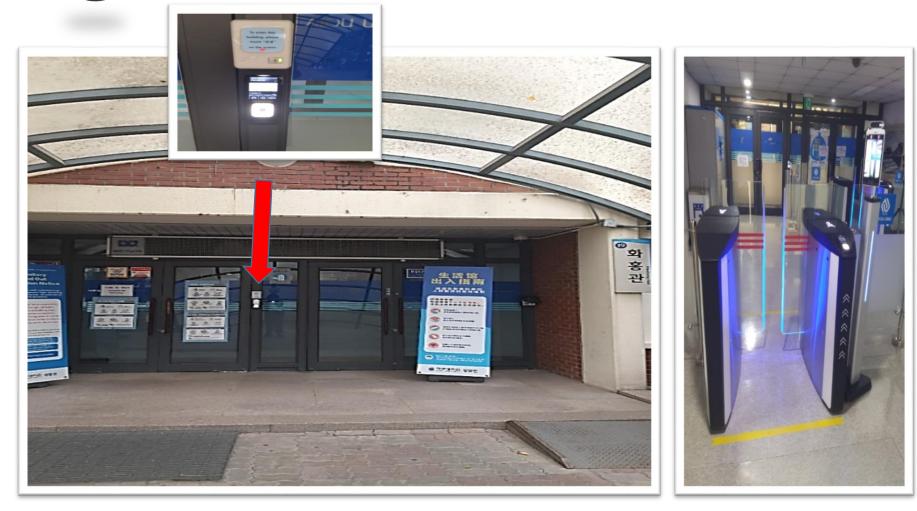
# 2-1. DORMITORY (HWAHONG HALL)







## Welcome to Hwahong Hall



# Weighted Head And Strain He

- 1F (Common area): Inspector office, ATM, Courier box station, Vending machine
- Basement: Laundry room, Kitchen, Gym, Prayer room, Cleaning team office
- Female room: 1F, 2F, 5F

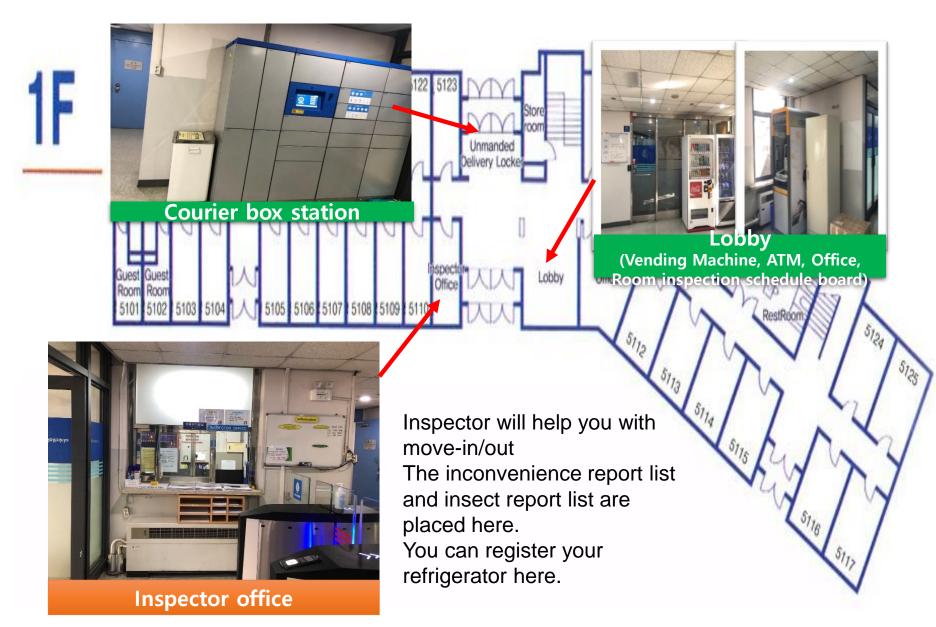
\* Please note that rooms on the 1<sup>st</sup> floor are used for female rooms due to the high demand.

\* Male students are **not** allowed to access **except for public areas.** Male students **MUST NOT** use the toilet on the 1<sup>st</sup> floor.

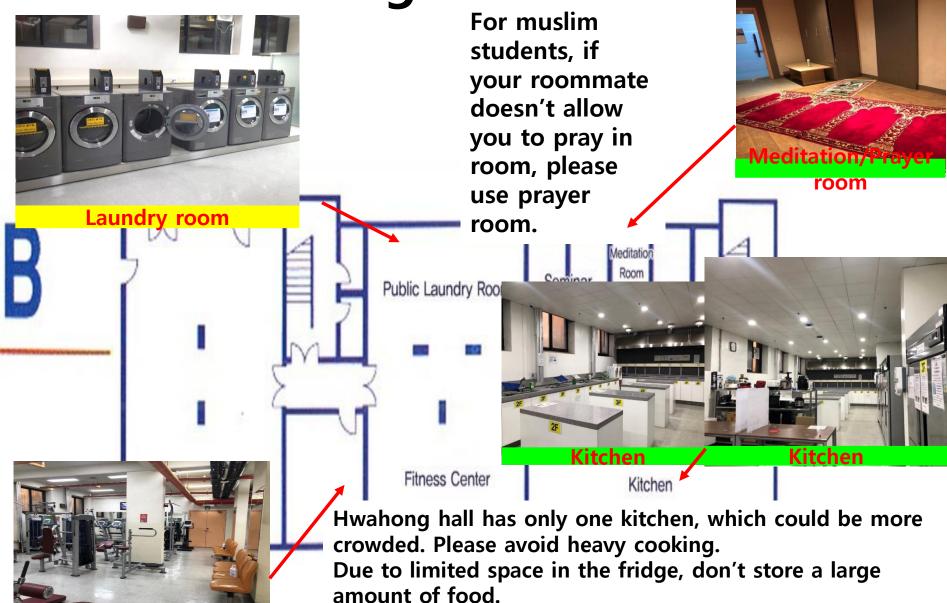
• Male room: 3F~4F

#### Hwahong hall 1F

(Lobby, Inspector office, ATM, Vending machine, Courier box station, Female rooms)



## **Hwahong Hall Basement**



Fitness room

Keep wearing a mask unless you are eating.



If you study overnight, please use the study room, so that you don't disturb roommates sleeping. Please wear a mask all the time in public areas, such as the study room, hallway, TV Room, Toilet, etc.

When using a shower, please don't play music or sing, as it might disturb other students. Don't dry your personal laundry in a public bathroom or toilet.



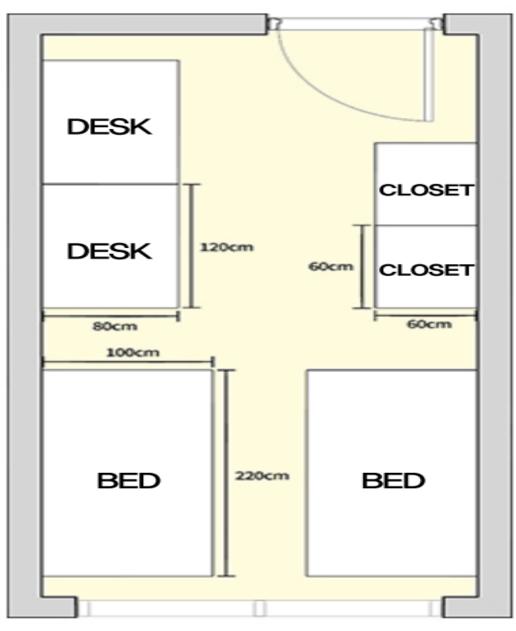
Shower Roon



### Each Floor of Hwahong Hall



#### <2 Bed Room>





#### <4 Bed Room>





# 2-2. DORMITORY (INTERNATIONAL DORM)

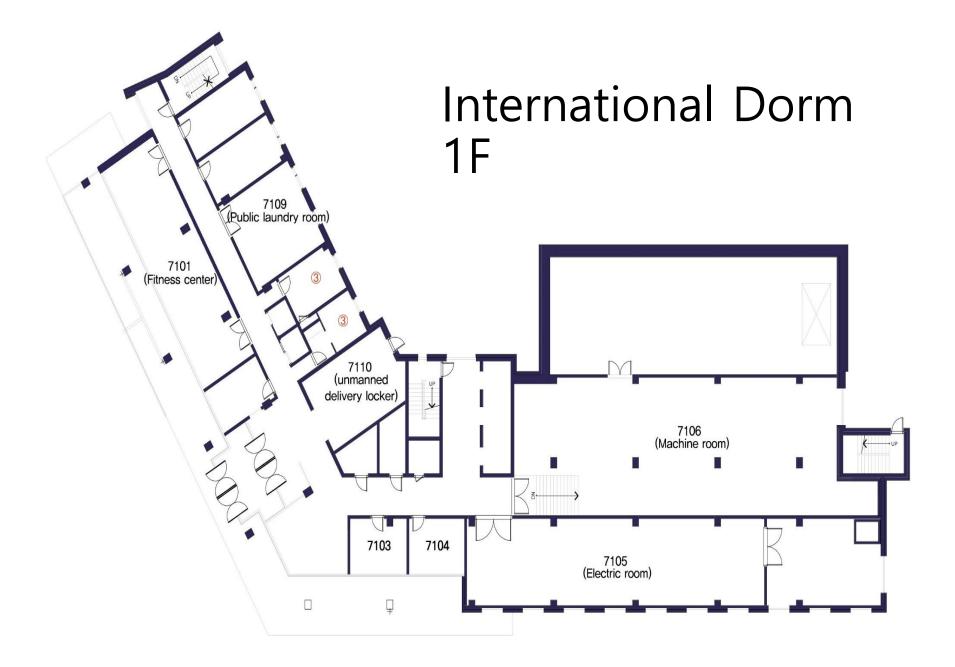






# Facilities of International Dormitory

- 1F: Inspector room, Courier box station, Post box, Photocopier, Laundry room, Gym
- Male room: 2F ~ 4F
- Female room: 5F ~ 8F
- 9F: Faculty housing
- Kitchens are located on an even number floors.
- Study rooms are located on odd number floors. A public fridge can be found in lounges for odd number floors.





## International Dorm 1F



Inspector will help you with move-in/out. The inconvenience report list and insect report list are placed here. You can register your refrigerator here.



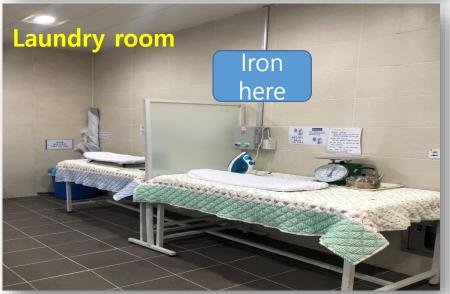


## International Dorm 1F - Left



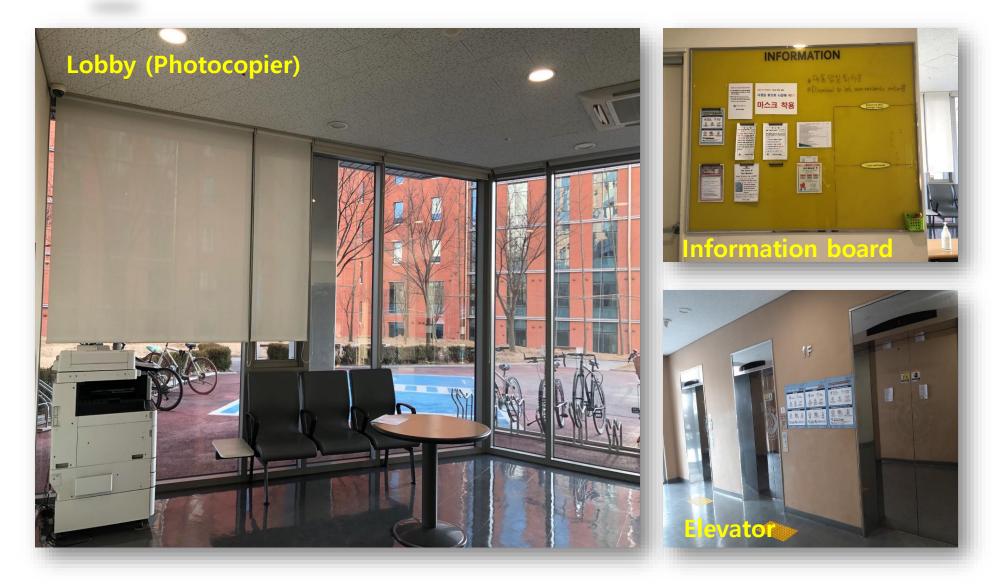
Open Time: 7:00am ~ 24:00am Cleaning Time: 13:00pm ~ 14:00pm Please wear a mask at all times in the Fitness room.

If caught, **5 penalty points** can be imposed, and the fitness room might be closed.







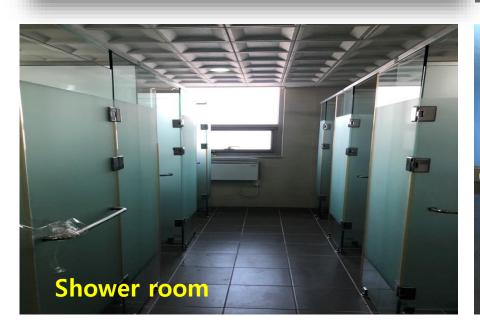




When using a shower, please don't play music or sing, as it might disturb other students. Don't dry your personal laundry in a public bathroom or toilet.



Recycling bins are next to the toilet. Please separate accordingly.









Wear a mask at all-time in the lounge. A public fridge can be found for odd number floors.



### Even number floor

Kitchens are at an even number floors. Due to limited space in the fridge, don't store a large amount of food. Keep wearing a mask unless you are eating.





### Odd number floor



Study rooms are at odd number floors. If you study overnight, please use the study room, so that you don't disturb roommates sleeping. Please wear a mask all the time in public areas.

#### <2 Bed Room>







# **3. PENALTY CRITERIA OF DORMITORY**



#### You can check the rules on the English dormitory website.

Please read carefully and follow the rules.

We consider that you've agreed to the dorm rules when you applied for the dormitory.

# If any clause from the following is violated, you are immediately evicted without a fee refund.

- 1. Those who drop out of school or take off from school
- 2. Those who are arrested for a crime
- 3. Those who are suspended or receive disciplinary measures over suspension from school
- 4. Those who are using dormitory room by other's name or staying with nonresidents in a dorm room
- 5. Those who are engaged in dangerous behaviors like drinking, gambling, fighting, stealing, causing fire, crime-related activity, etc.
  \* If an empty bottle of liquor or alcoholic drink (ind dormitory room, it might be considered as drinking)
- 6. Those who are doing unscrupulous acts or de life in dormitory
- 7. Those who are trespassing on dormitory
- 8. Those who let a different gender enter into the
- 9. Those who violate Infectious Disease Preve



# If the following clause is violated, 15 penalty points are imposed.

10. Those who change rooms without approval

11. Those who smoke inside or non-smoking areas

12. Those who spread fabricated information or slander (through the internet)

13. Those who do not follow university officials' in



## If the following clause is violated, 10 penalty points are imposed.

14. Those who damage, renovate o without approval. You have to comp15. Those who disrupt or interfere w fuss in the dormitory

e.g. disturbing roommates' rest after room etc.

16. Those who use or bring in inf cause a fire: including mat, cushi iron, portable gas stove, fridge (a 17. Those who cook at other places especially in your room.





#### D to others being drunken (includes storing

nimals)

sntations, fire safety education, or

ed documents for submission for 1 year, PCR or Rapid antigen

THOSE WHO RECHOIL TOSICE THE IT THE dormitory room

## If the following clause is violated, **5** penalty points are imposed.

24. Those who neglect the duty of keeping clean dormitory rooms and cooking/eating places

#### 25. Those who do not wear a mask

26. Those who do not put dormitory facilities or personal stuff where they belong after using them

27. Those who scribble, post, or distribute unauthorized materials

28. Those who hang laundries in public places, especially in shower rooms.







- 30 PENALTY POINTS means OUT.
- Penalty points carry over from semester to semester.
- So, if you get 15 penalty points in the spring semester, and
  15 penalty points in the fall semester..
- -> you will be dismissed from the dormitory.
- If you are dismissed from the dorm, your dorm fee will not be refunded.



## 4. COURTESY

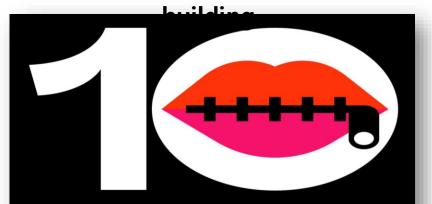


- All residents and guests are expected to be considerate of noise levels, 24 hours a day, seven days a week.
- Noise (including, but not limited to voices, amplified music, televisions, musical instruments, radios) must be maintained at all times at a level

which does not disturb any other resident.

• Residents are expected to comply with the requests of others to reduce noise levels at all times.

During Quiet Hours it is each resident's responsibility to be certain that no noise can be heard outside of her/his room/suite or in neighboring rooms, halls, shared common spaces, or outside of the



Quiet hours when? After ten.



## **QUIET HOURS**

Please be quiet during the quiet hours. (10:00p.m~07:00a.m) **Residents are expected to** comply with the requests of others to reduce noise levels at all times. If somebody complains about your noise, you need to reduce your noise level or not you will get 10 penalty points.



- Never take anyone else's FOOD or stuffs knowingly without asking.
  - Never touch anything that's not yours.

(We have CCTVs everywhere. If the owner complains, it can be a crime. This is applied for Article 5 of Penalty Criteria and the consequence is eviction from the dormitory, and never coming back. )









#### Less than 50L refrigerator





All Rice Cookers, personal refrigerators, cooking utensils, bicycles, and scooters need to be registered **every semester** for their effective management.

If you don't register them, dorm staff can dispose of them and give you penalty points. Register fridge thru the inspector and register rice cooker thru the coordinator.

## FOOD STICKERS (Different Colors Every Month)



<mark>냉장고 사용자의 입력사항(필수사항)</mark> Fridge users' information (Required)				
이름 Name				
방번호 Room#				
음식물 - 음료 등 보관 기간 Storage period in refrigerator				
- 부터 - From				
- 까지 - To				

Placed in front of inspector's office.

Please put the stickers on your foods. Every second Wednesday is the cleaning day for food in refrigerators.

Every month, you need to change your food stickers to the color of the month.



DO NOT EAT OTHER'S FOODS OR USE INGREDIENTS.
 ATTACH THE FOOD STICKER OF THE MONTH ON YOUR FOOD.
 At every new month, you must change the food sticker for that month.
 (Different colors of the food sticker will be given every month)

#### 3. YOU SHOULD BUY THE FOODS ON THE SAME DAY; STORING LARGE CAPACITY SIZES OF FOOD IS NOT ALLOWED.





## **5. COVID-19 PREVENTION**

#### **TO PREVENT COVID-19**

- 1. Wash your hands with soap for 30seconds or more under running water.
- 2. Cover your cough or sneeze with your sleeve (not your hands).
- 3. Wearing masks in public. It is a MUST when you are in public places.
- 4. Cancel or delay your gathering, eating out, travel or hangouts.
- 5. **Report** to dormitory coordinator -individuals who have respiratory symptoms(cough, phlegm, difficulties on breathing, etc.) and pneumonia symptoms with fever.
- 6. Avoid physical contact and always keep 2 meters distance (at least 1M).
- 7. Ventilate your space at least twice a day and disinfect regularly
- 8. Keep in touch with family and friends while maintaining physical distancing.
- If you are not feeling well or have any symptoms of COVID, contact your dormitory coordinator or inspector immediately.
- Please follow the various instruction of the dormitory to prevent COVID-19.





## 6. SERVICES

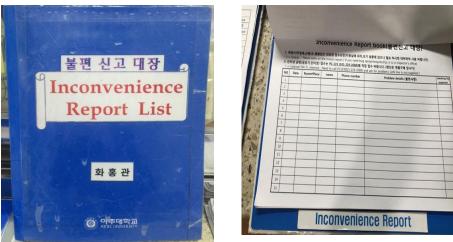


• You can request free pillows and blankets at each building's inspector office, subject to the availability of stocks.



#### **INCONVENIENCE & INSECT REPORT**





- Have you got a light that won't light up? A window that won't be open? If something in your room or your common area is broken and in need of repair, residents should report these by themselves by writing on the Inconvenience List which is located at the Inspector's office of each building.
- Insect report list is also placed.



## 7. MOVING IN & OUT SCHEDULE



Residents must move out by the" Move-out" day, if you leave

something in the room after your leaving, cleaning staff will throw

them away without notice.

You must check the move-in and move-out day. (2022-1 Move Out Day : June 30<sup>th</sup>, 2022)

If you <u>enter the dorm earlier or leave later</u> than move in or out day, you will be charged **five times more** fee per day, please be mindful.





## **8. IMPORTANT REMINDER**





- Please observe COVID-19 safety measures. As the dormitory is a public facility, self-isolation is not possible. If you need isolation you will need to find yourself (cost is borne by you)
- Foreign students are strongly urged from visiting clubs.
- Wear masks at all times while using public facilities.
- Please check the dormitory homepage regularly to check important notices.
- Please update your contact number (Korean mobile number) to the dormitory coordinator.
- Follow guidelines regarding fridge, rice cooker, and food stickers.
- Please be aware of your move-in/out dates and follow the schedule.
- There will be room inspection and the schedule will be notified on the notice board.



## 9. CONTACTS



#### Contacts (Office of Students Housing)





\* Office Location: Dormitory Dining Hall 2F \* Office hour: 9 am to 6 pm (Lunch time 12:00~13:00)

> \* Dormitory coordinator (Ms. Rebecca) 031-219-2149 / rebecca2109@ajou.ac.kr

https://edorm.ajou.ac.kr/edorm/

... Smile



#### **Contacts (Inspector office)**

 If you can't reach coordinator or need assistance after office hours, please contact inspector's office.





- \* Office location: 1<sup>st</sup> floor of each building \* Hwahong Hall 031-219-2254 \* International dorm
  - 031-219-3820



## Hope you enjoy in Ajou university and Korea



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Smile



## **Break Time**

### Be back by 15:45





## **Session 4**

# Sexual Harassment and Sexual Violence Prevention





#### **Orientation for each program**

Date	Time	Program Type	Place
Feb. 24 <sup>th</sup> (Thu.)	14:00~17:00	All new International Students	Online
Feb. 24 <sup>th</sup> (Thu.)	17:00~18:00	Exchange Students	Online
Feb. 17 <sup>th</sup> (Thu.)	13:00~16:30	Undergraduate Students	Online
ТВА	ТВА	Graduate Students	Online
Feb. 25 <sup>th</sup> (Fri.)	14:00~16:00	GSIS Students	Online







# Thank you! 고맙습니다!