

**On-campus Housing Application Form**

· Please fill out the form by computer typing in CAPITAL LETTERS IN ENGLISH

· Housing Application form cannot be edited after submission. Please review it carefully

**1. Personal Information**

|  |  |
| --- | --- |
| Surname |  (as appears in Passport in English) |
| Given Name(s) | (as appears in Passport in English) |
| Nationality | (as appears in Passport in English) |
| Date of Birth | (YYYY/MM/DD) |
| Korean Name | (write down if you have in Korean, otherwise we will make your Korean Name)**\* 한국어 이름이 있으면 한국어로 꼭 써 주세요!** |
| Gender | ( ) Male ( ) Female \* Please check ‘√’ |
| Telephone |  (country code-area code-number) |
| Email Address |  |
| Mobile Number | (country code-area code-number) |
| EmergencyContact Number | (country code-area code-number) |

**2. Room Type (Please check ‘√’)**

|  |  |
| --- | --- |
| Double Room (2 persons sharing) | ( ) |
| Triple Room (3 persons sharing) | ( ) |
| Quad Room (4 persons sharing) | ( ) |

**\* Important Notice**



1**. Room Type can be changeable** due to the room capacity upon arrival.

**2. Students who get waived the dormitory fee** based on the agreement,

the waiver basis of the dormitory **is “QUAD ROOM”**, so **if the students who**

**want to stay Single or Double or Triple room have to pay for making up the**

**difference by himself/herself.**

3. **The deposit** will be wired to your Korean bank account. There will be an

announcement in the dorm office about the deposit reimbursement about a month

in advance.

※ When leaving, **Make sure that you apply for your deposit refund at the dorm office** one month before your planned departure date by submitting a

 bank account that is in your name.

4. **Students have a responsibility to keep the room in a clean and well-**

 **maintained condition.**

The students will be asked to repair or replace any damaged items at his(her) own

expense.

5. If a Student wishes to check out earlier or stay longer, **Students have to inform**

 **to the dorm office one month ahead.**

6. In the dormitory, students have to observe laid out dormitory rules and respect

 other student’s privacy.

**I have read and agreed to abide by the Dormitory Regulation above.**

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_