

[Fall 2024] Notice of Enrollment(For new students)

0. Information

- Please read this notice carefully and [make sure to complete your enrollment within your designated period.](#)
- Students who do not complete the enrollment will be expelled.(Article 38 of the school regulations)
- **New graduate students must complete the enrollment during the regular period. If not, admission will be canceled.**
- **Enrollment Process**

Calculate Tuition Fee (Educational Affairs Team)	Calculation of tuition fee based on criteria(Refer to '2. Tuition Fee Criteria')	
Calculate Scholarship (Student Affairs Team)	Calculation of scholarship based on criteria	
	For full scholarship recipient, payment amount = 0 KRW	Other than full scholarship recipient, payment amount = 0 KRW
Apply for Installment	N/A	Apply for installment(If wish)
Bill Print	Within the designated period	Within the designated period
Enroll	<u>Full Scholarship Registration</u> <u>(To confirm an intent to attend the semester, full scholarship recipient must complete registration within the period)</u>	<u>Make a payment</u>
Check Result	<ul style="list-style-type: none"> • If enrolled before 4PM: Details can be checked after 8PM on the very day • If enrolled after 4PM: Details can be checked after 8PM on the next working day 	
Print Tuition Fee Receipt	<ul style="list-style-type: none"> • If enrolled before before 4PM: Printing is available after 8PM on the very day • If enrolled before after 4PM: Printing is available after 8PM on the next working day 	

- **Payment Amount = Tuition fee - Scholarship(For tuition fee, please refer to Page 4. For scholarship, please contact the Student Affairs Team.)**
- For Graduate School of Carbon Neutrality/Health Science and Technology/Graduate School of Artificial Intelligence, tuition support recipients will receive notifications from each graduate school in early August.
Please be careful to avoid duplicate payments. For related inquiries, please contact the office of your graduate school.
- The contact information varies depending on the inquiry. For accurate and prompt assistance, please refer to the contact information on the last page.
- ※ **Full scholarship recipients must complete the full scholarship registration within the designated period.**

★ **Enrollment Related Menu and Certificate**

- If necessary, the tuition bill, tuition receipt and scholarship certificate must be issued by yourself.(No proxy Issuance)
- Tuition bill printing is available only for the designated period.

We recommend printing it in advance in case you need it during the semester.(Applying for scholarship outside school etc.)

Category	Menu Route after UNIST Portal Login	
Installment Application (If wish)	Academic Affairs → Enrollment/Scholarship → Enrollment → Apply for Installment	
Full Scholarship Registration	Academic Affairs → Enrollment/Scholarship → Enrollment → Full Scholarship Registration	
Payment Check	Enrollment/Scholarship → Enrollment → Tuition payments History(◆ Real-time confirmation is not possible)	
Carryover Check	Carryover students → Student Registry → Student Info. → Change Student Info. → Tuition fee payment history → Enrollment type (Available from installment application period)	
		Available Time
Tuition Bill	Academic Affairs → Enrollment/Scholarship → Enrollment → Print Tuition bill	Within the designated period (Regular enrollment students: tuition bill is <u>available</u> for additional period, Additional enrollment students, tuition bill is <u>unavailable</u> for regular period)
Tuition Fee Receipt	Academic Affairs → Enrollment/Scholarship → Enrollment → Print Tuition receipt	Always
Certificate of Scholarship	Academic Affairs → Certificate	Always

◆ **How to check the payment result**

- Real-time confirmation for the payment(Bank transfer) is not possible for Educational Affairs team.
- Payment made through virtual accounts will not be completed if the amount does not match. So once the payment is completed payment is completed(No need to check with the Educational Affairs team)
- If paid before 4PM: Details can be checked after 8PM on the very day
- If paid after 4PM: Details can be checked after 8PM on the next working day
- Payment check: Portal → Enrollment/Scholarship → Enrollment → Tuition payments History

1. Schedule

Target		Enrollment Method	Schedule	
[Graduate] New students in Fall 2024	Full scholarship recipient *	Full scholarship registration	Apply for Installment	8.13(Tue) 9AM ~ 8.14(Wed) 6PM (If wish, For regular period students)
	Other than full scholarship recipient *	Payment	Bill Print	8.19(Mon) 9AM ~ 8.22(Thu) 4PM
	GSIM, TIM, CDE	No separate procedure	Make Payment or Full Scholarship Registration	8.20(Tue) 9AM ~ 8.22(Thu) 4PM
[Undergraduate] New students in Fall 2024		No separate procedure		

* New graduate students must complete the enrollment during the regular period. If not, admission will be canceled.

2. Tuition Fee Criteria

1) The actual payment amount may vary depending on the semester, scholarship, installment payment, etc.

Be sure to check the tuition bill for the payment.

(Unit: Won, Full Tuition/Semester)

Category		Engineering	Management
Undergraduate		3,144,000	2,650,000
UG-MS(Semiconductor Engineering)			-
Graduate	General	3,840,000	-
	ICT Convergence	5,000,000	-
Graduate School of Technology and Innovation Management	Master's(Part-time)	4,500,000	
	Master's(Full-time), Doctor	6,500,000	
Graduate School of Creative Design Engineering		3,840,000	
Graduate School of Interdisciplinary Management		4,950,000	

3. Methods

1) In case of any payment amount(Other than full scholarship recipient)

(A) Bank transfer

- After checking the given virtual account number and amount transfer money to your virtual account. (It does not necessarily have to be paid by the student)
- Payment via ATM, Internet/Application Banking etc. are possible.(ATM: Only Kyoungnam machines available)
- Check your individual transfer limit before making a transfer, and adjust the limit through your bank if necessary.
- Payment made through virtual accounts will not be completed if the amount does not match. So once the payment is completed payment is completed(No need to check with the Educational Affairs team)
- How to check the payment result(Portal Login → Enrollment/Scholarship → Enrollment → Tuition payments History)
 - . If paid before 4PM: Details can be checked after 8PM on the very day
 - . If paid after 4PM: Details can be checked after 8PM on the next working day
 - . Payment check: Enrollment/Scholarship → Enrollment → Tuition payments History

(B) Credit card(Kyoungnam BC card ONLY)

- Online: Kyoungnam Bank Homepage → Utility Bills
- Offline: Visit the card branch with tuition fee bill, credit card and card owner's ID

2) In case of no payment amount(Full scholarship recipient)

- Portal → Academic Affairs → Enrollment/Scholarship → Enrollment → Full Scholarship Registration
- To confirm an intent to attend the semester, full scholarship recipient must complete the enrollment within the period
- New graduate students must complete the enrollment during the regular period. If not, admission will be canceled.

4. Installment(Apply one week before the payment week ONLY for those who wish. Applications cannot be submitted outside the application period)

- 1) Notice
 - Students can pay tuition for 2, 4 and 6 installments. (6th installment is only available for UNIST scholarship students)
 - Installment payment applications cannot be canceled, so please apply carefully.
 - **Must complete the payment within the designated period for each installment.**
(If not enrolled, student will be expelled. If do not meet the comply with the schedule, your next installment application will be restricted.)
 - Students who are paying in installments must pay all remaining tuition when taking a leave of absence, withdrawing from school, or being expelled.
 - When a student paying installments withdraws or is expelled, the refund amount calculation is based on the full amount of tuition, not the amount paid.
- 2) Target: Any students wishing to pay tuition in installments(Those who were late for previous installment semester cannot apply for the installment)
- 3) How to: : Portal → Academic Affairs → Enrollment/Scholarship → Enrollment → Apply for Installments
- 4) Payment amount
 - 2nd installments: 1/2 of final amount × 2 times
 - 4th installments: 1/4 of final amount × 4 times
 - 6th installments: 1/16 of final amount × 2 times + 1/17 of final amount × 4 times
- 5) Schedule(Regular period students must apply for the installment during the regular period, and additional students must do so during the additional period.)

Procedure		Schedule					
Installment Application (If wish)		8.13(Tue) 9AM ~8.14(Wed) 6PM					
Installment Payment	No./Installment	1/2, 1/4, 1/6	2/6	2/4, 3/6	2/2, 3/4, 4/6	4/4, 5/6	6/6
	2nd						
	4th	8.20(Tue) 9AM ~8.22(Thu) 4PM					
	6th		9.19(Thu) 9AM ~9.20(Fri) 4PM	10.8(Tue) 9AM ~10.10(Thu) 4PM	11.5(Tue) 9AM ~11.6(Wed) 4PM	12.3(Tue) 9AM ~12.4(Wed) 4PM	1.7(Tue) 9AM ~1.8(Wed) 4PM

5. Refund Policy

1) Notice

- When withdrawing from admission, dropping out, or undergraduate student in extra semester leaves school, tuition refunds are based on the class days.
- Academic leave within the academic year is generally non-refundable and is carried over to the semester of return.

2) Undergraduate student who is in regular semester and graduate students

	Academic status change date	Amount
Full refund	Before the start date of the semester	Full amount
Partial refund	Start date of the semester ~ 1/4 of class period (9/1~9/27)	5/6 of the payment
	After 1/4 of class period ~ 1/2 of class period (9/28~10/25)	2/3 of the payment
	After 1/2 of class period ~ 3/4 of class period (10/26~11/22)	1/2 of the payment
No refund	After 3/4 of class period (11/23~)	No refund

6. Contact Information

1) Due to high inquiries during the enrollment period, please contact us via email.

- Payment amount = Tuition fee - Scholarship / For tuition fee, please refer to Page 4. For scholarship, contact Student Affairs team.

About	Department		Tel(052-217-****)	E-mail(@unist.ac.kr)
Tuition fee	Educational Affairs Team		1116	hjlee12
Scholarship	Student Affairs Team	Undergraduate	1135	minsun4567
		Graduate	1138	behappy7days
Course registration, graduate student's remaining credits for graduation and other academic inquires	College of Engineering	ME	1807	taehoonc
		SE		
		CUEEN	1803	gyjeon326
		MSE	1802	kmj4758
		NE		
		ECHE(UG)	1804	imchae
		ECHE(GR)	1806	minjungan
		CN		
	SSE	6344	memj01	
	College of Information and Biotechnology	BIO	1848	namemovie
		BME		
		HST		
		DESIGN	1846	happyh220
		CSE		
		AIGS		
		IE		
	EE	1847	yoonj12	
	ICT			
	College of Natural Sciences	MTH	1882	diani
		PHY		
		CHEM	1883	cavna
	School of Business Administration		3666	jylee0118
	Graduate School of Interdisciplinary Management		3672	jiaeahn
Graduate School of Technology and Innovation Management		3671	qordkgud0724	
Graduate School of Creative Design Engineering		1846	happyh220	
Tuition Support Check	Graduate School of Carbon Neutrality		3753	jhhan
	Graduate School of Health Science and Technology		3761	sjhan
	Graduate School of Artificial Intelligence		6335	namju