**2024 Winter Session**

1. **Schedule**

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| **Content** | **Deadlines** | **Comments** |
| **Course Registration**  **(Add/Drop Period)** | 10:00 Nov 18~ 17:00 Nov 22 |  |
| **Tuition Payment** | 9:00 Nov 25~ 23:00 Nov 28 | *Wire transfer to each student’s virtual account* |
| **Course Cancellation and Tuition Refund Announcement** | Dec 6 |  |
| **Course Registration**  **after *Course Cancellation\**** | 9:00 ~ 16:30 Dec 10 | \**Course Registration period for students whose course(s) is cancelled.* |
| **Tuition Payment**  **after *Course Cancellation*** | 9:00 ~ 23:00 Dec 11 | \**Tuition payment deadline for students whose course(s) has been cancelled.* |
| **Winter Session Period** | Dec 23 ~ Jan 17(4weeks) | *Classes are held 4 days a week.*  *(Mon., Tue., Wed. and Thurs.)* |
| **Course Withdrawal** | 10:00 Dec 16 ~ 23:00 Jan 5 | *Application for withdrawal should be done at KUPID. See below on further details on withdrawal* |

1. **Course Registration**
2. Please log-in to see course list for winter session at <http://sugang.korea.ac.kr> -> Course Information. Course Information will be available from on Nov 8 (10:00~)
3. Eligibility : KU undergraduate students, KU students who are on leave of absence and students from domestic credit exchange programs
4. Course Registration: Log-in at <http://sugang.korea.ac.kr>

* KU students: Use student ID no. and Password to log-in
* Domestic Exchange Student: Temporary KU ID and Password (last 7 digits of your Resident Registration no.) to log-in

1. Guidelines for Course(s) and credit transfer

Student can take maximum of 9 credits during the summer/winter session under the Academic operations regulation Chapter49 section1.

1. Grade(s) show under summer/winter session which counts towards overall GPA in the academic transcript.
2. Students on leave of absence are NOT permitted to graduate even if she/he meets the graduation requirement upon the completion of summer/winter session.
3. As for course(s) that require prerequisites, student must have completed required course prerequisites and have a grade before registering for an advanced course.

8) NOTE

\* Summer/Winter session is offered to students who wish to obtain extra credits outside of regular semester.

\* Students are NOT allowed to withdraw for personal reasons after the deadline given its short length of the program. Course Registration (ADD/DROP) is strictly limited to the deadline specified in the table.

\* Failure to meet the payment deadline results in the removal of student’s course information. Please be advised that students must follow specified deadlines for summer/winter session schedule.

\* Since Spring of 2016, retaking course opened by Sejong Campus is allowed only once.

1. **Tuition Payment**: Wire transfer at HANA bank through individual ‘virtual account’.
2. **Announcement of Course Cancellation**

: Cancellation of courses are notified at KU Portal on Dec 6.

1. **Tuition Plan**: 1 credit : 107,900KRW / 2 credits : 215,800KRW / 3credits : 323,700KRW
2. **Course Withdrawal**

Student(s) who wish to withdraw after the tuition payment may can get a refund. Details of refund are as follows;

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| **Period** | **Refund** |
| 10:00 Dec 16 – 23:00 Dec 22  (Withdrawal before the session commencement) | 100% |
| 10:00 Dec 23 – 23:00 Dec 29 | 2/3 of Tuition Paid |
| 10:00 Dec 30 – 23:00 Jan 5 | 1/2 of Tuition Paid |

\* Students MUST apply for a withdrawal of course/tuition at PORTAL.

\* Refund process takes about 2 weeks which will be wired to an account registered in student records.

1. **Class Schedule** (50min. lecture and 10min. break)

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| **Period** | **Time** | **Period** | **Time** |
| 1 | 9:00 - 9:50 | 5 | 13:00 - 13:50 |
| 2 | 10:00 - 10:50 | 6 | 14:00 - 14:50 |
| 3 | 11:00 - 11:50 | 7 | 15:00 - 15:50 |
| 4 | 12:00 - 12:50 | 8 | 16:00 - 16:50 |