Spring 2021 New Student Orientation

II. Campus Life

Korea University
Graduate School of International Studies

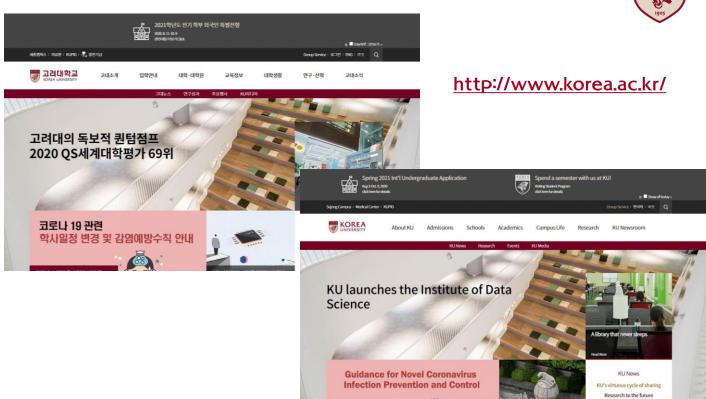
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Korea University Homepage



Creativity through knowledge Cradle of Creativity



◆ Single ID Registration (계정 생성)
Click 'Regist Single-ID'

* Available from March 1, 2021



- O Please make sure that you enter exactly the same name as you have entered for your online application for admission, including the comma and the space.
- If you forgot your ID or Password, click 'Finding your Portal ID/Password'.
- For inquiries, please contact the relevant department stated in the grey box of the KUPID homepage.

KUPID Manual

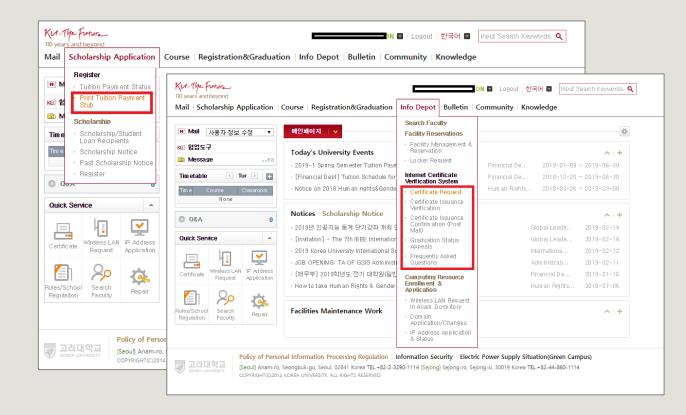
Useful Addresses

- University Registration Inquiries:
 Registration/Graduation > University Registration > University Registration Inquiries
- o Certificates:
 Info Depot > Internet Certificate Verification System > Certificate Request > Request certificate
- o Wireless LAN Request:
 Info Depot > Computing Resource Enrollment & Application > Wireless LAN Request in Anam Dormitory

(http://wifi.korea.ac.kr/ku_re/korea_network_manual.jsp?_ga=2.7179634.1384378506.1595813146-1511364771.1588829128)

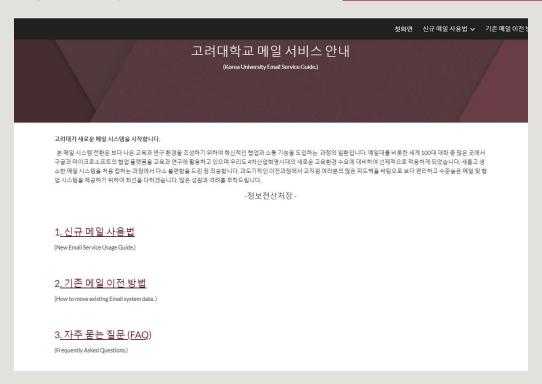
- o Programs(Adobe, SAS Program, IBM SPSS, MATLAB, 한글, 알약, 알툴즈, 알마인드, Acronis and etc.): (KOREAN)정보생활 > 전산자원등록/신청 > 관리프로그램
- o MS Office: (KOREAN)협업도구 <GUIDELINE (<u>https://toolinfo.korea.ac.kr/%ED%99%88</u>)>
- o Tuition Payment Installment: (KOREAN)등록/장학 > 등록금 분할납부 신청

KUPID Manual



KU MAIL

o Creating University E-mail Account (KUMAIL): https://mailinfo.korea.ac.kr/



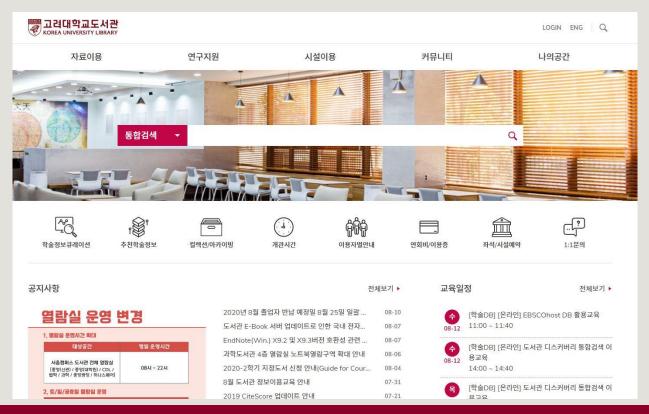
KU Wi-Fi

o Refer to the link to setup the Wi-Fi on your device. https://wifi.korea.ac.kr/

Korea University Seoul campus wireless Wi-Fi service. Depending on the type of device you are using, you can perform automatic setup or manual setup, Refer to "Device OS-specific setting method" below. How to set by Device OS Frequently Asked Question Setting division division OS type Explanation Download 1. Download and run the setup program 2. Select SSID(SSID : KoreaUniv AP) 3. Enter Portal ID / Password Program Auto Settina Manual ■ "Program" automatically recognizes Windows OS series the OS of the user device and the Notebook required version is downloaded. 1. Manual Reference Static Setting Manual (Only Windows 8.1, 10 or later) Mac OS series 1. Manual Reference Static Setting Manual Android OS Static Setting 1. Manual Reference Manual Smartphone Apple IOS Static Setting 1. Manual Reference Manual **X Auto setup program by Windows OS** division OS type Download Windows XP Program(32bit) Program(64bit) Notebook Windows 7, 8.0, 8.1, 10 Program(32bit) Program(64bit)

KU Library

o Find books, theses / Reserve a seat of a study hall, etc. https://library.korea.ac.kr/



One-Stop Service Center

- ♦ http://www.korea.ac.kr/mbshome/mbs/university/subview.do?id=university_050203010000
 - o Student ID Card, (Re) Issuance of Official Certificates, Lost & Found, etc.
 - o Visit the One-Stop Service Center in Central Plaza or use the Automatic Certificate Issuing Machine on the 1st Floor of International Studies Hall (KUPID \rightarrow Information Depot \rightarrow Certificates).
 - o Contact Info: One-Stop Service Center (one-stop Service (one-stop Service (one-stop Service (one-stop Service (one-stop Service (<a h
- * Graduate School (Master/PhD) Available Certificates

재학증명서 Certificate of Enrollment	성적(재학생)증명서 Transcript (Enrolled Students)	수료연구경력증명서 Certificate of Research Experience	제적증명서 Certificate of Removal from Student Register	교육비납입증명서 Certificate of Tuition Payment
휴학증명서 Certificate of Leave of Absence	성적(수료생, 졸업생)증명서 Transcript (Completed Research Students, Graduates)	연구과정연구경력 증명서 Certificate of Research Program & Career	학적부 사본 (재학생) Copy of School Register (Enrolled Students)	표창수상확인서 Certificate of Awarding
학위증명서 Certificate of Graduation	수료증명서 Certificate of Course Completion	외국어시험합격확인서 (재학생) Certificate of Foreign Language Exams (Enrolled Students)	학적부 사본 (수료생, 졸업생) Copy of School Register (Completed Research Students and Graduates)	법학과목 학점취득 증명서 Certificate of Law Course Credit Units
학위예정(학위논문 제출이후)증명서 Certificate of Expected Degree (After Thesis Submission)	수료예정증명서 Provisory Certificate of Completion	종합시험합격확인서(재학생) Certificate of Comprehensive Exams (Enrolled Students)	등록확인서 Certificate of Registration	

^{*} For GSIS Diploma, it cannot be re-issued.

KU Global Service Center

o Student Visa Management for International Students

https://gsc.korea.ac.kr/



About GSC

International Student

Exchange/Visiting Student

Student Services







KU On-Campus Housing

- ◆ Anam Global House https://reslife.korea.ac.kr/
 - o **Students by themselves** have to check the schedule of the application on the Anam Global House website and apply for it.
 - o Contact Info: reslife_grad@korea.ac.kr, 02-3290-1554~5



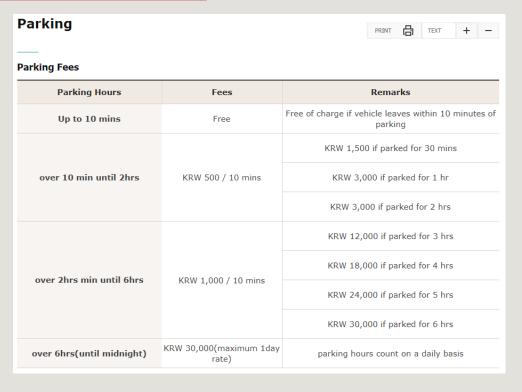
KEB Hana Bank _ Korea University branch

o You can visit the bank to deal with KU related bank business.



KU Campus Parking

For more information_Parking (Click)



Student Support

♦ Campus Safety

o General affairs department: meteor@korea.ac.kr, 02-3290-1161

o All-Source Situation Room (ASSR): 02-3290-1919

Click the photo linked to the site



◆ Student Health Care Center http://drub.korea.ac.kr

- o If you pay an optional fee per semester along with your tuition fees, you can get treatment for free in case of minor illness, or partial financial support for your medical check-up.
- o Contact Info: Student Health Care Center (02-3290-1571)
- ◆ Human Rights Center https://humanrights.korea.ac.kr
 - o Contact Info: Human Rights Center (humanrights@korea.ac.kr, 02-3290-2846/02-3290-2843)
- ◆ Human rights · Gender Equality Center http://equity.korea.ac.kr
 - o Contact Info: Gender Equality Center (helper@korea.ac.kr, 02-3290-1700)

International Studies Hall Facilities

♦ International Studies Hall IF

ATM

Certificate Issuing Machines



Printing Machine



♦ International Studies Hall 2F

o KU Bakery

Homepage: http://kubakery.co.kr/ Tel: 02-3290-5028

o Post Office

International Studies Hall 204 Tel: 02-3290-1820

International Studies Hall Facilities

◆CheongDam Study Room

- * Only available for DIS/GSIS students after facility utilization registration
- o Location: Room #323, International Studies Hall

◆Student Council

- o Location: Room #428, International Studies Hall
- o Contact Info: studentcouncil.kugsis@gmail.com

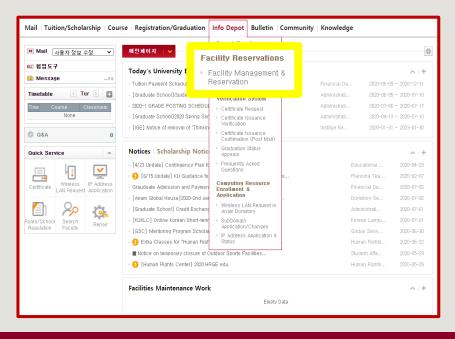
♦GSIS Library

- o Location: Room #121, International Studies Hall
- o Contact Info: GSIS Administration Office (gsis@korea.ac.kr, 02-3290-1391~2)
- *Please visit GSIS Administration Office when you need to visit GSIS Library.

<KUPID>

Follow the steps below and click them:

Info Depot – Facility Reservation – Facility Management & Reservation http://cafm.korea.ac.kr/archibus/connect.jsp



<공간관리 및 실 예약시스템>

Follow the steps below and click them:

- 1. 출입신청 출입신청
- 2. 신청서 등록



<공간관리 및 실 예약시스템>

신청자: Name

출입용 신분증 선택: Academic Status

연락처: Phone Number

신청자 이메일: Email Address

신청 사유: Reason of the registration request

Click '호실선택'

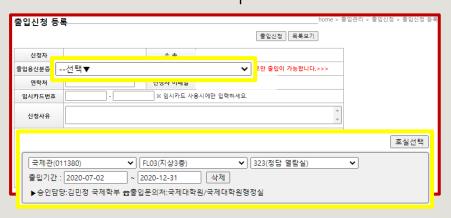
건물 선택: 국제관(011380)

층 선택: FL03(지상3층)

실 선택: 323(청담 열람실)

출입 기간: Applying Period

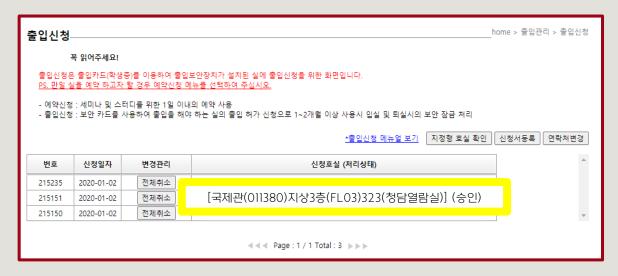
Click '호실선택' Again



If you are given a permission to enter another room in International Studies Hall, please select the room number and explain the reason.

If you have successfully completed the registration process, it will be verified within 3 business days.

After you see the word '(승인)', you will gain access to the building, using your student ID card.



- * If you don't see the the word '승인' on the first page of '출입신청', please register it again.
- * If the card won't work even though you saw the word '승인' on the first page of '출입신청', please contact '종합상황실' (TEL: 02-3290-1919)