

*KU - The Future*

# ISC

2017 KOREA UNIVERSITY  
INTERNATIONAL SUMMER CAMPUS



# KU ISC 2017

## Student Guide Book

6-week program June 27 - August 3

4-week program June 27 - July 20



**KOREA**  
UNIVERSITY

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# Why Korea University International Summer Campus?

**120** Courses  
Delivered in English

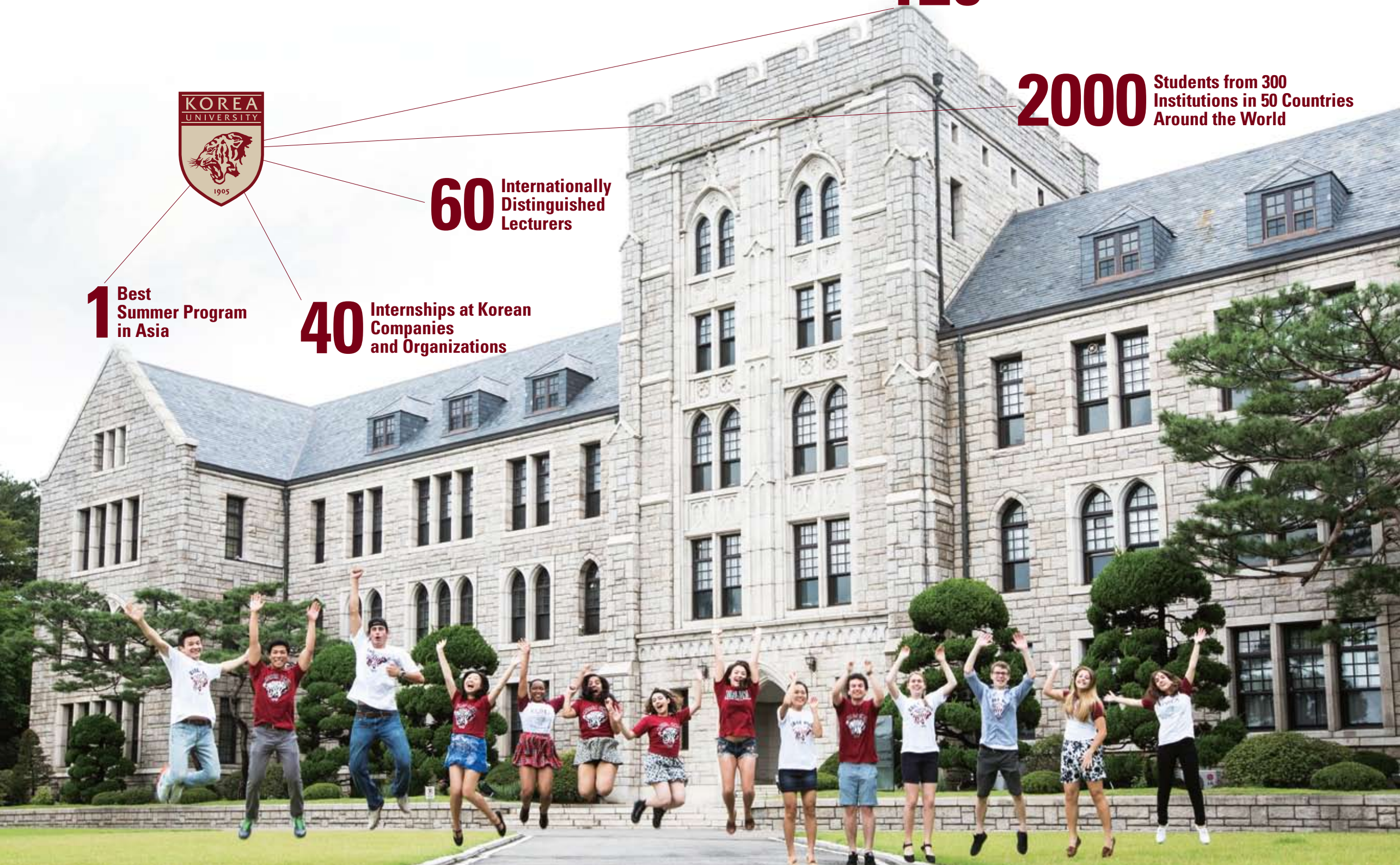
**2000** Students from 300  
Institutions in 50 Countries  
Around the World



**1** Best  
Summer Program  
in Asia

**60** Internationally  
Distinguished  
Lecturers

**40** Internships at Korean  
Companies  
and Organizations





# Dean's Message

## Welcome to Korea University International Summer Campus!



Dear Student,

When you think about what to do this summer, what comes to your mind? Is it catching-up on your academic workload by taking extra courses? How about doing some international travel and sight-seeing or experiencing a different culture by making new friends? How about having a valuable international work experience? At the Korea University International Summer Campus program you can do all these things and more... making your next summer the most productive, memorable and exciting one yet!

Recognized as the top summer program in Asia, Korea University's International Summer Campus (KU ISC) program is a six-week condensed semester hosted at KU's beautiful state-of-the-art campus, taught by distinguished professors from prestigious universities from around the world. You can take up to three courses from a selection of over 100, which, in most cases, are transferable towards your degree at your home institution. In addition to rigorous academics, also available is an excellent four-week internship opportunity at a Korean company where you can gain real-life work experience in an Asian work environment to add to your resume.

To accommodate other plans you may have for the summer, we have recently added a four-week academic track to our standard six-week program. Together with expanded scholarships and a new tuition schedule, our institutional innovations will provide the flexibility you need to ensure all your summer plans are accomplished.

The KU ISC also features "buddy assistants"—local KU students who help organize social and cultural activities for you to feel at home and part of the KU family. From Korean traditional arts to learning K-Pop dances, KU ISC makes every effort to ensure that you are able to make the most of your summer in Korea. Each year more than 2,000 students from all over the world participate in the KU ISC — many return for a repeat experience the next year.

If you are looking for an intellectually stimulating, culturally fascinating and socially dynamic experience this summer, the KU ISC program is for you. We look forward to welcoming you to KU this summer!

Prof. Sunhyuk Kim

Dean, International Summer Campus Korea University

# 2017 Orientation Schedule

**Date** Tuesday, June 27, 2017

**Time** 10:00 AM

**Venue** Incheon Memorial Hall 1F

## Schedule

10:00 AM – 10:30 AM	Opening Ceremony of 2017 International Summer Campus
10:30 AM – 01:00 PM	Faculty / Student / KU Pre-College Orientation
01:00 PM – 02:30 PM	Lunch
02:30 PM – 03:30 PM	KU Cheering Squad Performance
03:30 PM – 04:30 PM	Campus Tour with ISC Buddies

- ※ Orientation Schedule is subject to change.
- ※ There will be NO CLASS on Orientation Day.
- ※ Lunch is NOT provided.



# Academic Life

## 1. Academic Calendar

Date	Agenda	Important Notes
JUN 25 (Sun) - JUN 26 (Mon)	Dormitory Check-In	<ul style="list-style-type: none"> <li>Time : 8:00 am ~ 11:00 pm</li> <li>Venue: CJ &amp; Frontier &amp; Global &amp; Anam House Lobby</li> </ul>
JUN 27 (Tue)	KU ISC / Pre-College Orientation	<ul style="list-style-type: none"> <li>Time: 10:00 am</li> <li>Venue: Incheon Memorial Hall (1F &amp; 2F)</li> </ul>
JUN 28 (Wed)	Classes Begin (Korean Language Placement Test)	<ul style="list-style-type: none"> <li>Check your course time &amp; classroom number on our website or in the Student Guide (p.9 ~11)</li> <li>Korean Language Placement Test: June 28 (Tue) 4:50pm in the assigned classroom</li> <li>Student ID Card Pick Up: from June 28 at the Reception Desk located on the 1st floor of Woodang Hall</li> </ul>
JUN 30 (Fri)	Course Add / Drop Period Ends	<ul style="list-style-type: none"> <li>Students may add or drop their selected courses on our website (until 05:00 pm)</li> </ul>
JUL 3 (Mon) - 6 (Thu) * JUL 10 (Mon) - 13 (Thu)	Mid-term Exam Week	<ul style="list-style-type: none"> <li>This is subject to change depending on the professor</li> </ul>
JUL 17 (Mon) - 20 (Thu) * JUL 31 (Mon) - AUG 3 (Thu)	Final Exam Week	
JUL 20 (Thu) * AUG 3 (Thu)	Commencement & Farewell Dinner	<ul style="list-style-type: none"> <li>Time: 6:30 pm</li> <li>Venue : Incheon Memorial Hall (1F &amp; 2F)</li> </ul>
JUL 22 (Sat) - 23 (Sun) * AUG 5 (Sat) - 6 (Sun)	Dormitory Check-Out	<ul style="list-style-type: none"> <li>Time: 12:00 pm</li> </ul>
JUL 28 (Fri) * AUG 11 (Fri)	Last Day to Check Grades on Blackboard	<ul style="list-style-type: none"> <li>Deadline: Midnight</li> </ul>

※ A symbol \* stands for the 4-week events.

## 2. Course Timetable <6 weeks>

### Class Time

Period	Time
[Period 1]	9:00 am - 10:40 am
[Period 2]	10:50 am - 12:30 pm
[Period 3]	1:10 pm - 2:50 pm
[Period 4]	3:00 pm - 4:40 pm
[Period 5 Including Korean Language]	4:50 pm - 6:30 pm

### Period 1 (9:00 - 10:40 am)

Course#	Course Name	Professor	Rm#
ISC103	Introductory Life Science	Chu-Young Kim	309
ISC111A	Introduction to Marketing	Tony C. Garrett	304
ISC126	Watercolor Techniques	Kathleen King	413
ISC186	New Media and Communication	Haerin SHIN	210
ISC202B	Introduction to Microeconomics	Samiran Banerjee	105
ISC204A	Principles of Financial Accounting	Tony Kang	104
ISC207A	Statistics	Anurag Agarwal	201
ISC213	Introduction to Management Information Systems	Q. B. Chung	207
ISC218	Introduction to Brain Science	June-Seek CHOI	204
ISC230A	Introduction to Game Theory	Piotr T. Swistak	209
ISC231	Physics of Earth as a Planet	Eugene Terentjev	404
ISC265A	Introduction to Psychology	Jen Youngstrom	303
ISC266A	Introduction to Philosophy	Adam Sennet	306
ISC302A	International Trade & Finance	Wilfred Ethier	409
ISC309A	Organizational Behavior	Shung Jae Shin	403
ISC330	Introduction to U.S Legal System	G. Marcus Cole	402
ISC372	History of Korean-American Relations	Wayne Patterson	411
ISC392	Sustainability strategies	Mark Joseph Davison	405
ISC397	Business and Management in Contemporary Korea	Judith Cherry	311

### Period 2 (10:50 am – 12:30 pm)

Course#	Course Name	Professor	Rm#
ISC107	General Chemistry I	Neil E. Schore	207
ISC121	Understanding Drawing: From the Cave to the Monitor	George Liebert	413
ISC129A	Strategic Management	K. Praveen Parboteeah	110
ISC207B	Statistics	Anurag Agarwal	201
ISC212A	Principles of Accounting	Tony Kang	203
ISC236	Abnormal Psychology	Norah C. Feeny	306
ISC239	Political Economy	Piotr T. Swistak	410
ISC263A	Social Psychology	Virginia S. Y. KWAN	210
ISC265B	Introduction to Psychology	Jen Youngstrom	303
ISC269	Introduction to Cognitive Psychology	Lisa Kim Son	202
ISC276	South-North Korean Relations in Historical Context	Kathryn Weathersby	406
ISC281	Contemporary Korean Society	Judith Cherry	405
ISC283A	Korean Cinema and Visual Culture	Darcy Paquet	103
ISC301A	Money and Banking	Willie J. Belton	311
ISC303B	Principles of Finance	Jin-Mo Kim	204
ISC316	Intermediate Microeconomics	Samiran Banerjee	105
ISC328	Understanding Korean Politics	Antonio Fiori	402
ISC337	Introduction to American Politics	Thomas D. Lancaster	208
ISC362	Organization and Human Resource Management	Shung Jae Shin	403
ISC379	Sociology of Globalization	In Gyu Oh	409
ISC383	Korean Literature and Culture	Jin Y. Park	209
ISC394	Financial Statement Analysis	Mark Joseph Davison	404
SPGE176	Introduction to Korean History and Culture	Sung Nam Kim	309

### Period 3 (1:10 – 2:50 pm)

Course#	Course Name	Professor	Rm#
ISC102	Introductory Physics I	Eugene Terentjev	404
ISC105	General Biology I	Chu-Young Kim	309
ISC124	Observational and Interpretative Studio Drawing	Kathleen King	414
ISC131	Introduction to Comparative Politics	Thomas D. Lancaster	208
ISC181	Media, Art, Culture and Society	Haerin SHIN	201
ISC203B	Introduction to Macroeconomics	Dirk Bethmann	311
ISC211B	Managerial Accounting	Edward Monsour	403
ISC214	Fundamentals of E-Business	Q. B. Chung	207
ISC230B	Introduction to Game Theory	Humberto Llavador	105

ISC264	East Asia: Tradition and Today	Jin Y. Park	204
ISC265C	Introduction to Psychology	Norah C. Feeny	410
ISC266B	Introduction to Philosophy	Adam Sennet	306
ISC311	Global Leadership and Management	Murray D. Johannsen	209
ISC315	International Trade Agreements	Wilfred Ethier	406
ISC319	Consumer Behavior	Woody G. KIM	405
ISC320A	Econometrics	Sung K. Ahn	409
ISC339	Comparative Law	G. Marcus Cole	402
ISC366A	Developmental Psychology	Eric Youngstrom	303

### Period 4 (3:00 – 4:40 pm)

Course#	Course Name	Professor	Rm#
ISC101A	Calculus I	Wayne S. Smith	309
ISC106B	Critical thinking and Writing	Jeri L. Ahern	104
ISC120	Creating Graphic Narratives	George Liebert	414
ISC141A	Introduction to Sociology	Eloundou-Enyegue Parfait	306
ISC202A	Introduction to Microeconomics	Humberto Llavador	410
ISC203A	Introduction to Macroeconomics	Joon Young Hur	201
ISC204B	Principles of Financial Accounting	Edward Monsour	403
ISC228	International Relations of East Asia	Antonio Fiori	404
ISC268B	World History Since 1945	Kathryn Weathersby	406
ISC275	Social Problems	Ben Brown	405
ISC282A	Mass Media and Popular Culture in Korea	Ji Hoon Park	411
ISC292	Organic Chemistry	Neil E. Schore	207
ISC297	Operations Research in Practice	Dario Landa-Silva	102
ISC301B	Money and Banking	Willie J. Belton	311
ISC303A	Principles of Finance	Jaewon Choi	304
ISC305	Corporate Finance	Jin-Mo Kim	209
ISC320B	Econometrics	Sung K. Ahn	409
ISC396	Advanced Developmental Psychopathology	Eric Youngstrom	303
ISC398	Introduction to Modern Korean Art	Charlotte Horlyck	208

### Period 5 (4:50 – 6:30 pm)

Course#	Course Name	Professor	Rm#
IKL211B	Beginning Korean I -B	Eun Ju Je	207
IKL211C	Beginning Korean I -C	Ji Yeoung Min	303
IKL211D	Beginning Korean I -D	So Yuen Lim	304
IKL211E	Beginning Korean I -E	Min Jin Kim	311
IKL211F	Beginning Korean I -F	Jin Joo Ryu	109
IKL211I	Beginning Korean I -I	Yu Jeong Jung	102
IKL222	Beginning Korean II-B	Eun Seon Hong	404
IKL223	Beginning Korean II-C	Eun Min Park	103
IKL311B	Intermediate Korean I -B	Min Kyung Kang	104
IKL313A	Intermediate Korean II -A	Youn Jeong Han	410
IKL313B	Intermediate Korean II -B	Young Gi Park	409
IKL411A	Advanced Korean I -A	Sussanna Kim	411
IKL411B	Advanced Korean I -B	Han A You	402
ISC101B	Calculus II	Wayne S. Smith	309
ISC141B	Introduction to Sociology	Eloundou-Enyegue Parfait	306
ISC274	Introduction to Criminal Justice	Ben Brown	412
ISC288	Introduction to Korean Art History	Charlotte Horlyck	208
ISC300A	Business Communication	Murray D. Johannsen	210
ISC306	International Marketing	Woody G. KIM	405
ISC388	Investment Analysis	Jaewon Choi	209
ISC390A	Intermediate Macroeconomics	Dirk Bethmann	202

## 3. Course Timetable <4weeks>

### Class Time

Period	Time
[Period 2]	10:50 am – 1:20 pm
[Period 3]	2:00 pm – 4:30 pm
[Korean Language]	4:50 pm – 7:20 pm

### Period 2 (10:50 am – 1:20 pm)

Course#	Course Name	Professor	Rm#
ISC106A	Critical thinking and Writing	Jeri L. Ahern	104
ISC111B	Introduction to Marketing	Tony C. Garrett	304
ISC112	Linear Algebra	Hong Joong KIM	412
ISC132	Introduction to International Relations	James Ashley Morrison	109
ISC282B	Mass Media and Popular Culture in Korea	Ji Hoon Park	411
ISC293	Introduction to Computer Science	Dario Landa-Silva	102

### Period 3 (2:00 pm – 4:30 pm)

Course#	Course Name	Professor	Rm#
HOEW152	Reillumination of Western History	Tae Joon Won	203
ISC129B	Strategic Management	K. Praveen Parboteeah	110
ISC215	Introduction to Psychology and Human Behavior	Lisa Kim Son	202
ISC263B	Social Psychology	Virginia S. Y. KWAN	210
ISC283B	Korean Cinema and Visual Culture	Darcy Paquet	103
ISC289	Korean Wave on a Global Perspective	In Gyu Oh	412
ISC349	American Foreign Policy	James Ashley Morrison	109





## Korean Language Class (4:50 pm – 7:20 pm)

Course#	Course Name	Professor	Rm#
IKL211A	Beginning Korean I -A	So Ra Kim	204
IKL211G	Beginning Korean I -G	Seon Jee Kim	105
IKL211H	Beginning Korean I -H	Hee Min Kim	110
IKL221	Beginning Korean II -A	Hyeon Joo Kim	403
IKL311A	Intermediate Korean I -A	Jung Yeun Hwang	406

※ More Korean language modules might be offered depending on the enrollments.

### [WOODANG HALL OPERATION HOURS]

- Mon – Thu : 08:00 AM – 07:30 PM
- Friday : 09:00 AM – 05:00 PM (3rd floor only)

※Due to national regulations and Korea University's air conditioning policy, the average temperature at Woodang Hall will be set at 25°C (77°F).



## 4. Preparing for Courses

**1) Classrooms:** All ISC courses will be held in Woodang Hall.



### 2) Textbook / Course Readers

#### Textbook & Course Readers

- ① It is recommended that students purchase textbooks before the ISC program begins.
- ② If you have not purchased your textbooks prior to coming to Korea, you can purchase textbooks at various bookstores in Korea such as Kyobo Books, YP Books and Bandinlunis.
- ③ You can make copies of pages from textbooks:

- Fill out a photocopy slip at the Student Support Office (#111, Woodang Hall)



- Submit it to the Copy Center  
(※ Due to copyright laws, you cannot copy the entire textbooks at once, only one chapter per day.)

- ④ You can also purchase the course reader for your class at copy center.

### 3) Internet Access

- + When you access KU wifi access, please enter an ID and a password. Please use the following:

**ID : summer2017**  
**PW : summer2017**



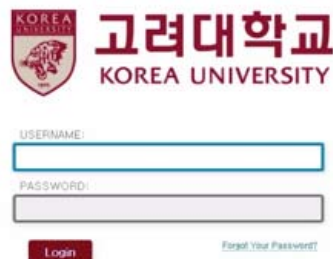
## 5. Blackboard Guideline

### 1) What is Blackboard?

The Blackboard Learning Management System is a virtual learning environment and course management system. It is a web-based server software which features course management, customizable open architecture, and scalable design that allows integration with student information systems and authentication protocols. You can check your course materials, assignments, and grades on Blackboard. Please don't forget to log-in regularly and check notices from your professors and ISC staff.

### 2) Log-in

<http://kulms.korea.ac.kr>



ID : Application Number  
PW : Date of Birth  
(YYYYMMDD)

### 3) How to Access Blackboard on Mobile?

Download Blackboard Mobile Learn app from the App store or the Play store.  
Search 'Korea University'. Log in with your ID/Password.  
(Password must be changed before the mobile app log in)

### 4) Blackboard Help Desk

- + Quick guide has only basic information for new users. Use the manuals or YouTube videos for more information about using Blackboard Tools.
  - + More support: <http://help.blackboard.com>  
<http://ondemand.blackboard.com>
- ※ Please upload your photo or a snapshot on Blackboard for identification.

## 6. Academic Policies and Rules

### 1) Grading & Attendance Policies

- + The student's academic performance is assessed according to four different criteria:  
Exams • Assignments • Attendance • Class Participation
- + Korea University's academic regulations state that class attendance of at least 70 percent is required to earn a passing grade.
- + Grading in ISC is based on an absolute assessment system.
- + Generally, course performance is graded on the following 100-point scale:

#### KU ISC Grading Scale

95-100	90-94	85-89	80-84	75-79	70-74	65-69	60-64	0-59
A+	A	B+	B	C+	C	D+	D	F

- ※ Please note that passing grades may vary depending on institutions.
- ※ ISC does not interfere with grading assessments made by professors, and detailed grading policies are set by each professor. Students should refer to each professor's specific grading policies and guidelines.

#### Courses for 4-week program

Confirmation period for students' final grades: 26 July (Wed) – 28 July (Fri) by 5pm.

Students can check their final grades on Blackboard from 26 July (Wed).

Please make sure to confirm your final grades with professors by 28 July (Fri) by 5pm.

#### Courses for 6-week program

Confirmation period for students' final grades: 9 August (Wed) – 11 August (Fri) by 5pm.

Students can check their final grades on Blackboard from 9 August (Wed).

Please make sure to confirm your final grades with professors by 11 August (Fri) by 5pm.

## 2) Transcripts

- ✦ KU ISC transcript will be sent in the middle of August. It will take up to a week for domestic addresses and 2 weeks for overseas addresses. If you need more copies of the transcript, please email to [isc@korea.ac.kr](mailto:isc@korea.ac.kr), titled "TRANSCRIPT REQUEST," with your ISC Student ID No./Name/DOB/and Transcript Address. There will be additional charges for EMS and Fedex services.

	Duration	Fee
Domestic Mail	2-3 days	Free
Overseas Regular Mail	2-3 weeks	Free
EMS	4-5 days	Depending on the country
Fedex	1-3 days	

- ✦ All of your courses and grades will appear on your transcript. We cannot make any further adjustments.
- ✦ To check or change the address of where you would like your transcript sent: Please go to ISC website (<http://summer.korea.ac.kr>) and click the 'Apply/Change Application' button on the main page. Please enter your address for transcript correctly to avoid returning.

## 3) Add/Drop Procedures

- ✦ Students are allowed to add/drop courses by: **June 30, 5:00PM**
- ✦ Student can change their course selection on online application. Visit our website to change your course list.
- ✦ We highly advise students not to add classes during the ISC program due to the short turnaround period. Adding additional courses during the middle of the ISC program will result in a substantial amount of missed material covered in classes. Please carefully check your PRE-REGISTRATION courses for any mistakes prior to the start of classes.
- ✦ For students enrolled in 1 course or 2 courses:  
If you would like to add one more course before June 30 (Add/Drop Period Deadline), you would need to pay the extra fee by **July 6**. If we do not receive the payment by July 6, your registered course will be withdrawn.
- ✦ Korean Language Placement Test is mandatory to take the Korean Language course.

## 4) Course Permission Slip

- ✦ In the case where the course is full, you may still enroll with the professor's permission. Please complete the Course Permission Slip with the professor's signature and return to the Professor Supporting Office, Room 314 (Woodang Hall).
- ✦ Course Permission Slips are available in the Reserve Center (Woodang Hall 1st floor) and Room 314.

## 5) Refund Policies

- ✦ ISC Program Cancellation Refund / Dormitory Refund

Date	Remarks
Before the program begins ( ~ June 26, 2017 )	Full Refund (Tuition & Dormitory Fees) ※ The Application Fee is non-refundable.
1 <sup>st</sup> week of the program (June 27, 2017 ~ June 30, 2017)	80% of Tuition and Dormitory Fees Refund (from the amount paid) ※ The Application Fee is non-refundable
After the 1 <sup>st</sup> week of classes (July 1, 2017 ~ )	No refunds under any circumstances

- ✦ Course Change Refund  
(From Three ISC Courses → One/Two ISC Courses)  
(From Two ISC Courses → One ISC Course)

Date	Remarks
Due Jun 30, 2017	Full Refund for the difference in tuition
After Jun 30, 2017	No refunds under any circumstances

- ✦ Refunds are issued to the bank account provided in your refund request. Applicants who paid with credit cards will be refunded to that credit card account.
- ✦ The Refund process takes approximately 3 to 4 weeks from the date of request.

※ For refund requests:

Please send an email titled "Refund Request" to [isc@korea.ac.kr](mailto:isc@korea.ac.kr) and ask for the refund application form. You will then receive the form via email. Please email the completed form to the same address.

## 6) Expulsion

- ✦ Students engaging in academic misconduct such as cheating or plagiarizing are subject to dismissal from the ISC program.
- ✦ Students may also be dismissed for behavior that tarnishes or undermines the integrity or reputation of the ISC program such as criminal or dishonorable behavior.
- ※ Please read carefully "the Student code of conduct" in the Appendix. (p. 44~46)



※ Please do not use your cell phone in class.



## 7. Scholarships

KU ISC offers a variety of financial benefits to help motivate students to focus on their academic achievement. KU ISC also acknowledges its valuable partnerships with U21 and APRU member schools by providing scholarships to all of the participants who are currently enrolled at the member institutions.

### [KU ISC Scholarship]

#### 1) Academic Excellence Award for ISC & Pre-College students (International Fee-paying student only)

Students with 3 Courses		Students with 2 Courses
All <b>A+</b>	Average <b>A</b>	All <b>A+</b>
KRW 1,500,000 (Appx. USD 1,360)	KRW 1,000,000 (Appx. USD 910)	KRW 500,000 (Appx. USD 450)

- ※ Academic Excellence scholarships will be given between the end of August and early September after your final grades have been finalized.
- ※ Deserving students will receive an email to his/her email by mid-August.
- ※ Students benefited from the following programs will NOT be eligible for the 'Academic Excellence Award'

- Exchange Students
- KU Faculty Discount Students
- ISC Faculty Scholarship Students
- Students from Other Tuition Waiver Programs
- Domestic University Students

#### 2) Alumni Scholarship

**Children of Korea University alumni will be awarded an Alumni Scholarship of KRW 400,000.**

Eligible students need to prepare require documents and submits them to the student support center Room111 during the program. Alumni Scholarship will be given between the end of August and early September.

※ Require document

1. Application form (You can find in at the student support center or will receive it via email)
  2. Domestic bank account information
  3. Copy of birth certificate showing the relationship between the student and parent (가족관계증명서)
- ※ Those eligible for both Alumni scholarship and Academic Excellence Scholarship will receive Academic Excellence Scholarship only.

#### 3) APRU/U21 Scholarship

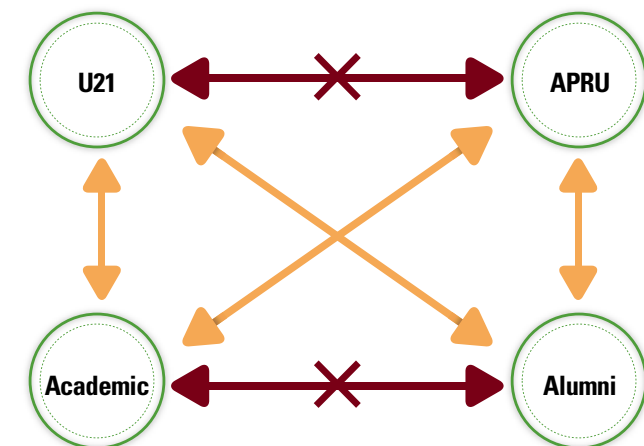
Students coming from U21 or APRU member institutions may receive a fellowship fund of either KRW 200,000 or KRW 400,000 depending on the students' home college or university.

Eligible students need to prepare require documents and submits them to the student support center by the first week of July.

※ Require document

- Application form (You can find in at the student support center or will receive it via email)

- ※ The U21 or APRU scholarship may be received in conjunction with the Academic Scholarship or the Alumni Scholarship.
- ※ Those who are eligible for APRU&U21 may receive only one.
- ※ KU Pre-College students are not eligible for this scholarship.
- ※ Please visit <http://www.universitas21.com/> and <http://apru.org/> to view the list of U21/APRU members.



# Campus Service & Facilities

## 1. International Healthcare Center in KUMC

### The services offered by the International Health Care Center

- Diagnosis & treatment
- Medical certificates
- Language interpretation (English, Mongolian, Russian, Chinese, Arabic)
- Vaccinations & Health check ups

#### 1) Opening Hours

09:00~17:00 Monday to Friday (Lunch time: 12:00~13:30)

#### 2) Contact Us

English: 02-920-5677

Mongolian: 02-920-6795

Russian: 02-920-6960

Chinese: 02-920-6920

Arabic: 02-920-6958

E-mail: [ihc@kumc.or.kr](mailto:ihc@kumc.or.kr)

#### 3) Location

Address: 2F International clinic, 73,Inchon-ro,Seongbuk-gu,Seoul Korea

## 2. Center for Gender Equality

The Center for Gender Equality seeks to prevent sexual harassment and sexual abuse on campus while providing active support to students.

### Services the center provides

- Information on KU's policies and procedures on sexual harassment and sexual abuse
- Personal counseling and support on how to proceed and determine a course of action after an incident
- Information on support services and resources (psychological, medical, legal) available within and outside of the campus

#### Contact

Office hour 09:00~17:30 (lunch break: 12:00~13:00), Monday through Friday

Location Dongwon Global Leadership Hall 1st floor

E-mail: [helper@korea.ac.kr](mailto:helper@korea.ac.kr) Tel : 02-3290-1700

### Global Leader's Lounge for Women (도들마루)

The Lounge provides exercise room, sleeping room, nursing room, powder room, changing room, and shower room for ladies. It opens from 09:00 to 17:30, Monday through Friday. All the female students are welcome to use this facility.

## 3. Library

KU library contains more than 2.7 million books, one of the largest academic libraries in South Korea. There are four main university libraries; Main Library, Graduate School Library, Centennial Digital Library, and Science Library. There are also Law Library, Sudang Digital Library, ARI East Asian Library, Foreign Research Information Center, and Medical Library.

### Library Hours

– Reading rooms are open every day from 06:00 to 23:00

Libraries	Sections	Mon-Fri	Sat
Main Library	Information Center Reference Room Language & Literature Collections Social Science Collections Humanities/Natural Science Collections	09:00~19:00	09:00~13:00
	Asiatic Research Center	09:00~16:30	Closed
Graduate School Library	Loan Office Special Collections	09:00~16:30	Closed
Centennial Digital Library	UN Document Repository / European Document Center Multimedia Room	09:00~19:00	09:00~13:00
	Multimedia Production Lab	09:00~16:30	Closed
Law Library	Law Library	09:00~19:00	09:00~13:00
Science Library	General Collection Serials Room Reference Room	09:00~19:00	09:00~13:00
	Multimedia Room Browsing Room	09:00~16:30	Closed
Medical Library	General Collection Serials Room Electronic Information Room	08:30~17:30	Closed
General Reading Rooms		06:00~23:00	
24-Hour Reading Rooms		00:00~24:00	



## 4. Other Facilities

### Cafeteria

Location	Service Hour
International Studies Hall 1st floor	11:30~14:00, 17:30~19:00
Student Union Hall 1st floor	08:00~19:00
Student Union Hall 2nd floor (snack bar)	09:00~19:00
Alumni Hall basement 1	11:00~19:00
Aegineung Cafeteria 1st floor (snack bar)	11:00~19:00

### Computer lab

Location
Centennial Memorial Samsung Hall 2nd floor
Main Library 1st floor
Science Library 2nd floor
College Computer Lab at each college building

### Fitness club

Name	Location	Business Hour
Hwa-Jeong Gym	Tiger Dome	06:30~22:00
KU Fitness Club	4.18 Memorial Hall	10:00~17:00
Hana Fitness Club	Hana Square	06:30~22:00
Ice Rink	Ice Rink Building	13:00~17:50

### Hwajung Gym

※ Hwajung Gym has a Main Stadium, Sub Arena, Fitness Center, Squash Court, Aerobic Studio, 250meter Track andan Indoor Rock-Climbing Facility.

Location	Up the road from CJ I-House	
Operating Hours	06:30 - 22:00 (Mon-Fri) 06:30 - 13:00 (Sat)	
Fees	Fitness Center : KRW 40,000 Squash Court : KRW 40,000 Indoor Rock-Climbing : KRW 40,000 Fitness & Squash & Rock-Climbing : KRW 50,000	Per Month
Provided	T-Shirt & Shorts, Towel, Shower Facility	
Registration Process	① Fill the application form (Available at #314 and #111 Reserve Center) ② Pay the fees by online transfer (Only online transfer is acceptable.) (*ISC managers can help you transfer the fees if you don't have a bank account in Korea.)	
Website	<a href="http://hwajung.korea.ac.kr/">http://hwajung.korea.ac.kr/</a>	
Tel	02-3290-4106	

### Print shop

In/Near Campus	Location
On Campus	Central Library 1st floor
	Science Library 1st floor and basement
	Central Plaza (Basement)
Off Campus	Front of the Political Science Building Gate
	KU Lyceum 1st floor
	Front of the Main Gate
	(Science Campus) Right next to the Information & Computing Center Gate

### Others

Name	Location	Business Hour
Post Office	Communications Building 3rd floor	06:30~22:00
Bookstore	Central Plaza basement 1	09:00~20:00
Photo Studio	KU Lyceum 1st floor	06:30~22:00
Stationery	Central Plaza basement 1	15:00~17:00

## 5. Contact Information

Office of International Summer Campus

### Contact

Office hour 09:00~17:30 (lunch break: 12:00~13:00), Monday through Friday

Location: Dongwon Global Leadership Hall 2nd floor **Web:** [summer.korea.ac.kr](http://summer.korea.ac.kr)

E-mail: [isc@korea.ac.kr](mailto:isc@korea.ac.kr) Tel: 02-3290-1599(1152-6) Fax: 02-953-1817

Facebook: [facebook.com/kuisic.iwc/](https://facebook.com/kuisic.iwc/)





# Appendix

## 1. Student Code of Conduct

### ACADEMIC INTEGRITY

Academic freedom is a fundamental right in any institution of higher learning. Honesty and integrity are necessary preconditions of this freedom. Academic integrity requires that all academic work be wholly the product of an identified individual or individuals. Joint efforts are legitimate only when the assistance of others is explicitly acknowledged. Ethical conduct is the obligation of every member of the University community, and breaches of academic integrity constitute serious offenses. Maintenance of the standards of academic honesty and the successful administration of this policy depend on the mutual cooperation of faculty and students. Dissemination of the Academic Integrity Policy to all faculty, staff, and students will ensure that all members of the community are informed about academic integrity. Faculty cooperation is essential for successful application of the procedures defined by the Academic Integrity Policy. Faculty members can help promote academic integrity by making clear on their syllabi their expectations concerning homework assignments, collaborative student efforts, research papers, examinations, and the like. Efforts should be made to detect and to prevent cheating and plagiarism in all academic assignments. If faculty members have evidence of academic dishonesty, they are expected to report such evidence promptly. Students must assume responsibility for maintaining honesty in all work submitted for credit and in any other work designated by the instructor of the course. Students are also expected to report incidents of academic dishonesty to the instructor or dean of the instructional unit. This policy seeks to demonstrate the University's concern with academic dishonesty and to guarantee a fair procedure for resolving complaints of academic dishonesty.

### VIOLATIONS OF ACADEMIC INTEGRITY

The various ways in which academic honesty can be violated are discussed below. The comments and examples within each section provide explanations and illustrative material, but do not necessarily exhaust the scope of these violations.

#### 1. Cheating

Cheating is the use of inappropriate and unacknowledged materials, information, or study aids in any academic exercise. The use of books, notes, calculators and conversation with others is restricted or forbidden in certain academic exercises. Their use in these cases constitutes cheating. Similarly, students must not request others (including commercial term paper companies) to conduct research or prepare any work for them, nor may they submit identical work or portions thereof for credit or honors more than once without prior approval of the instructor.

#### 2. Fabrication

Fabrication is the falsification or invention of any information or citation in an academic exercise. "Invented" information may not be used in any laboratory experiment or other academic exercise without authorization

from the instructor. It is improper, for example, to analyze one sample in an experiment and covertly "invent" data based on that single experiment for several more required analyses. The student must also acknowledge reliance upon the actual source from which cited information was obtained. A writer should not, for example, reproduce a quotation from a book review and indicate that the quotation was obtained from the book itself.

#### 3. Facilitating Academic Dishonesty

Students who knowingly or negligently allow their work to be used by other students or who otherwise aid others in academic dishonesty are violation academic integrity. Such students are as guilty of intellectual dishonesty as the student who receives the material even though they may not themselves benefit academically from that dishonesty.

#### 4. Plagiarism

Plagiarism is the representation of the words or idea of another as one's own in any academic exercise. To avoid plagiarism, every direct quotation must be identified by quotation marks or by appropriate indentation and must be properly cited in the text or in a footnote. Acknowledgment is required when material from another source stored in print, electronic or other medium is paraphrased or summarized in whole or in part in one's own words. To acknowledge a paraphrase properly, one might state: "to paraphrase Plato's comment..." and conclude with a footnote identifying the exact reference. A footnote acknowledging only a directly quoted statement does not suffice to notify the reader of any preceding or succeeding paraphrased material. Information which is common knowledge such as names of leaders of prominent nations, basic scientific laws, etc, need not be footnoted; however, all facts or information obtained in reading or research that are not common knowledge among students in the course must be acknowledged.

In addition to materials specifically cited in the text, only materials that contribute to one's general understanding of the subject may be acknowledged in the bibliography. Plagiarism can, in some cases, be a subtle issue. Any questions about what constitutes plagiarism should be discussed with the faculty member.

#### 5. Denying Others Access to Information or Material

It is a violation of academic integrity to deny others access to scholarly resources, or to deliberately impede the progress of another student or scholar. Examples of offense of this type include: giving other students false or misleading information; making library material unavailable to others by stealing or defacing books or journals, or by deliberately misplacing or destroying reserve materials; or altering computer files that belong to another.

### ACADEMIC DISHONESTY OFFENSES AND SANCTIONS

Any violation of academic honesty is a serious offense and is therefore subject to an appropriate penalty. Violations at Korea University are classified into four levels according to the nature of the infraction. For each level of violation a corresponding set of sanctions is recommended. Deans and Hearing Panels are not bound by these illustrations, which are intended as general guidelines for the academic community. Since adherence to a code of conduct can be seen as a function of socialization into the group whose norms are reflected in such a code, culpability may be assessed differentially for those with more and less experience as members of the academic community. In the case of graduate students, all violations of the academic integrity code are

judged as level four violations with separation from the University as the recommended penalty. Examples are cited below for each level of violation. These examples, too, are illustrations and are not to be considered all-inclusive.

### 1. Level One Violations

Level One violations may occur because of inexperience or lack of knowledge of principles of academic integrity on the part of persons committing the violation. These violations are likely to involve a small fraction of the total course work, are not extensive, and/or occur on a minor assignment. Cases involving Level One violations may be heard by discipline panels of the colleges and schools in Seoul. The following are examples:

- A. Working with another student on a laboratory or homework assignment when such work is prohibited.
- B. Failure to footnote or give proper acknowledgement in an extremely limited section of an assignment.

Records of students who commit level one violations are listed below; one of these may be chosen in each case:

- (1) Required attendance in a non-credit workshop or seminar on ethics or related subjects.
- (2) An assigned paper or research project on a relevant topic.
- (3) A make-up assignment at a more difficult level than the original assignment.
- (4) A recommendation to the instructor that no credit be given for the original assignment.
- (5) Records of students who commit Level One offense will be maintained in the respective Dean's Offices until graduation.

### 2. Level Two Violations

Level Two violations are characterized by dishonesty of a more serious character or which affects a more significant aspect or portion of the course work. Cases involving Level Two violations may be heard by discipline panels of the college in which the student is a candidate for a degree, or, in the case of a student who is not a candidate for a degree, by the disciplinary panel of such unit as will be assigned by the Dean at the IIE. The following are examples:

- A. Quoting directly or paraphrasing, to a moderate extent, without acknowledging the source.
- B. Submitting the same work or major portions thereof to satisfy the requirements of more than one source without permission from the instructor.
- C. Using data or interpretative material for a laboratory report without acknowledging the sources or the collaborators. All contributors to preparation of data and/or to writing must be named.
- D. Receiving assistance from others, such as research, statistical, computer programming, or field data collection help that constitutes an essential element in the undertaking without acknowledging such assistance in a paper, examination or project.

The recommended sanction for Level Two violations is disciplinary probation. In cases of academic dishonesty involving out-of-class assignments, the panel may recommend a failing grade for the assignment involved and the grade in the course will be determined in the normal manner. However, cheating of a take-home final examination would normally carry a recommended penalty that the faculty member fails the student in the course, as well as disciplinary probation.

Notation of disciplinary probation will be placed on the student's transcript and will remain for the period in which the sanction is in force. Records of students who commit Level Two offense will be maintained in the Dean's Office until graduation.

### 3. Level Three Violations

Level Three violations are those that go beyond level one or two and that, in the opinion of the College Judicial Officer require adjudication at the University level. Level Three violations include dishonesty that affects a major or essential portion of work done to meet course requirements, or involves premeditation, or is preceded by one or more violations at levels one and two. Cases involving Level Three violations are heard under the University Code of Student Conduct. Examples include:

- A. Copying of midterms or final examinations.
- B. Plagiarizing major portions of a written assignment.
- C. Action to facilitate copying during an exam.
- D. Using Prohibited materials, e.g., books, notes, or calculators during an examination.
- E. Collaboration before an exam to develop methods of exchanging information and implementation thereof.
- F. Altering examinations for the purposes of regarding.
- G. Acquiring or distributing an examination from unauthorized sources prior to the examination.
- H. Presenting the work of another as one's own.
- I. Using purchased term paper or other materials.
- J. Removing posted or reserved material, or preventing other students from having access to it.
- K. Fabricating data by inventing or deliberately altering material (this includes citing "sources" that are not, in fact, sources.)
- L. Using unethical or improper means of acquiring data.
- M. The sanction typically to be sought for all Level Three violations or repeated violations of Level One and Two offenses is a minimum of a one semester suspension from the university.

### 4. Level Four Violations

Level Four violations represent the most serious breaches of intellectual honesty. Such cases are heard under the University Code of Student Conduct. Examples of Level Four violations include:

- A. All academic infractions committed after return from suspension for a previous academic honesty violation.
- B. Infractions of academic honesty in ways similar to criminal activity (such as forging a grade form, stealing an examination from a professor or from a university office; buying an examination; or falsifying a transcript to secure entry into the university or change the record of work done at the university.)
- C. Having a substitute take an examination or taking an examination for someone else.
- D. Fabrication of evidence, falsification of evidence, falsification of data, quoting directly or paraphrasing without acknowledging the source, and/or presenting the ideas of another as one's own in a senior thesis, in scholarly submitted to refereed journals, or in other work represented as one's own as a ISC student.



E. Sabotaging another student's work through actions designed to prevent the student from successfully completing an assignment.

F. Willful violation of a canon of the ethical code of the profession for which a graduate student is preparing.

The typical sanction for all Level Four violations and a repeat infraction at level three is permanent expulsion from the university. Such cases are heard under the university Code of Student Conduct. Notation of "academic disciplinary separation" will be placed on a student's transcript and remain permanently.

### CONSEQUENCES OF VIOLATING THE ACADEMIC INTEGRITY POLICY

Students committing acts of academic dishonesty not only face university censure but run a serious risk of harming their future educational and employment opportunities. In addition to the notation for a specific sanction placed on the student's transcript and which remains for the term of the sanction, prospective employers and other educational institutions frequently use recommendation forms that ask for judgment and comment on an individual's moral or ethical behavior. Since such forms are sent with the permission of the student, University faculty and administrators knowledgeable of academic dishonesty infractions are ethically bound to report such incidences. In all cases in which a grade of "F" is assigned for disciplinary reasons, moreover, the "F" will remain on the student's transcript, even if the course is retaken and a passing grade is achieved.

### ADMINISTRATION OF THE ACADEMIC INTEGRITY POLICY

#### 1. Committee on Student Conduct

The Committee on Student Conduct will be responsible for monitoring the Policy on Academic Integrity, and will serve as a hearing appeals board for all cases of academic dishonesty in the University. The committee shall meet at least once a semester.

#### 2. Complaint Procedure

Evidence of academic dishonesty should initially be brought to the attention of the instructor or to the dean of the degree granting unit of his/her designate, but any member of the academic community may present evidence of academic dishonesty to the dean. If a student reports a breach of the policy, the instructor of the course is obliged to cooperate in undertaking an investigation. If a student (or students) from only one degree-granting unit is involved, the case will be assigned to the Dean at IIE, Korea University.

Any questions concerning the appropriate level of a particular offense should be referred to the Dean at IIE who, in consultation will make a determination.

Students may continue to participate in a course or research activities until the case has been adjudicated. Under no circumstances should a student be offered a choice of either dropping a course or facing disciplinary action.

All disciplinary proceedings are confidential. Faculty members and students are cautioned not to discuss cases of academic dishonesty outside of the legitimate hearings prescribed by the policy.

## 2. Residence Hall Contract

Students who live on campus must sign the Residence Hall Contract. The contract outlines the residential living obligations of both you and the university.

The contract is specific and legally binding for your entire tenure in the residence halls. Make sure you read the contract thoroughly before signing and ask for clarification if there is something you do not understand.

If you are required to live in the residence hall, and do not agree to abide by the Residence Hall Contract, you will lose your assignment priority and you may be administratively withdrawn from the university.

The purpose of this document is to establish a mutual agreement between the each resident student and Korea University, with regard to living in University Residence Halls.

### I. Agreement of Terms

- A. Under this agreement, the student is entitled to the privacy of the assigned room, (except as stated in II F), the use of public facilities of the residence hall, and the services rendered in order to pursue his/her educational goals.
- B. This agreement whether submitted electronically with required advance payment or by mail with appropriate signature(s) and required advance payment is effective from the University's acceptance of the application until the end of the semester of the use of residence hall. If the student withdraws from the University and then re-enrolls during the agreement period, the agreement obligation will be reinstated. The student must vacate the residence hall within 24 hours of withdrawal, release or termination of the agreement, during a given semester.
- C. Residents of University Residence Halls must be degree-seeking students registered for classes at Korea University for each semester of occupancy. Any exceptions must be granted on an individual basis and based on documented academic circumstances.
- D. The University's acceptance of this agreement does NOT guarantee assignment to a particular type of accommodation, specific request or final admission to the University. It does establish priority for residence hall assignment.
- E. Semester room rent covers occupancy from the date and time designated for official opening until the date and time designated for official closing of the residence halls which will follow the last scheduled examination for each semester. Room rent does not cover occupancy during any vacation period or between semesters.

### II. Conditions and Responsibilities of Residents

- A. Occupancy of rooms is only by students to whom the room is assigned. Rooms may not be sublet to another person. Room transfer may be made only after receiving written approval from the University Residence Life Office and with a 30,000 KRW administrative charge. A guest may not be accommodated at no time.

- B.** Students are responsible for care of rooms and equipment. The University provides no janitorial service in student rooms. Charges may be made for damages to, unauthorized use of, or alterations to rooms, equipment or buildings and for special cleaning necessitated by improper care of rooms or equipment. Students are jointly responsible for care of public areas and equipment. Public areas are defined as those areas available for use by all students living on a wing, a floor or within a hall. Charges for damages to public areas and equipment may be made to all students assigned to separate wings, floors or within entire halls as appropriate.
- C.** Students are responsible for knowing and observing University regulations and procedures. The University reserves the right to make other rules and regulations as in its judgment may be necessary for the safety, care and cleanliness of the premises and for the preservation of order. The student agrees to abide by all additional rules and regulations that are adopted.
- D.** The University is not liable for damage or loss of personal property, failure or interruption of utilities, or unforeseen accidents/injuries. The University only provides liability for damages or injuries caused by negligence on the part of the University or its employees while working within the scope of their employment.
- E.** Telephone service in the residence hall is limited. Each room has one telephone connected to a central switchboard that only accommodates incoming calls. There are several pay phones for student use in the Residence Hall complex.
- F.** Authorized University personnel may enter student rooms for normal inspection and maintenance purposes. The student's personal property is not subject to search without express approval of the student except when a reasonable belief exists that the room is being used for a purpose which is illegal or which would otherwise seriously interfere with discipline and/or personal safety.
- G.** Room assignments may at any time be changed, canceled or terminated by the University in the interests of order, health, discipline, maximum utilization of facilities or disaster after notice to the assignee as is practical. Disregard for the rights, responsibilities and duties of others, as well as the creation of circumstances which could jeopardize life, limb or property, are conditions which are not acceptable in University residence life and may be cause for termination of the Residence Hall Contract.
- H.** You may NOT possess within the residence halls: firearms, fireworks or any materials that may be hazardous to the health or safety of other occupants of the building, motorcycles, waterbeds, weights, drums, amplified instruments, pets, open flame elements or refrigerators in addition to those already provided. Bicycles may be stored in student rooms ONLY if permission is granted by the roommate in advance.
- I.** Visitors of the same gender ONLY are permitted in the residents' rooms and their floors. Visitation hours are from 08:00am until 10:00pm. Guests are only permitted after signing in at the front desk. They must also sign out before departure. Residents are responsible for the behavior of their guests, and bear all consequences of the violation of the Hall's regulations. No mixed gender visitations in the residents' rooms are permitted under any circumstances and at any time.
- J.** Students shall not pursue any business in their room or on the premises.

### III. Rules and Regulations

Violations of the Residence Hall Rules and Regulations may result in university disciplinary action.

#### A. Escort and Guest

- 1) No person may enter a hall or living unit in which they do not live without an escort who is a resident of that hall or living unit. Guests of residents must be escorted at all times within the residence halls.
- 2) Residents are responsible for the behavior of their guests while guests are on residence hall grounds.

#### B. Activities Resulting in Disturbance, Distress, or Damage

- 1) Individual or group activities that result in distress or disturbance to others are prohibited. Individual or group activities that can cause damage or destruction to property are also prohibited. Types of behavior that fall into this category include but are not limited to hall sports, hallway disruptions, smoking in nonsmoking designated areas, unsanitary conditions, pranks, use of water guns, and placing trash in public areas.
- 2) Using or attempting to use university property in a manner inconsistent with its designated purpose is prohibited.
- 3) Writing offensive and/or inappropriate language or symbols on dry erase boards, walks, or other areas frequented by the public is prohibited.

#### C. Room Responsibility

- 1) Residents are responsible for any activities or damages that occur in rooms to which they have been assigned when it can be reasonably shown that the residents knew or should have known that the inappropriate activity or damage occurred. This includes activities or damages caused by guests of residents.
- 2) Residents or guests who are present in a residence hall room and know that a violation(s) is/are occurring will be deemed complicit in the activity unless the person has immediately reported the situation to a university official and/or has left the room upon discovering the violation.
- 3) Painting or furniture modification, including the possession of public-area furniture in individual rooms, is prohibited.
- 4) Personal furniture and other belongings are prohibited from being stored in public areas.
- 5) Modification of permanent wiring within a hall or living unit is prohibited.
- 6) Window screens must be secured at all times. Residents may be charged a replacement fee.
- 7) Room doors must be kept free of flammable materials, particularly loose paper. Doors should not be wrapped or covered with flammable materials.
- 8) Displays and/or decorations of paper, dried vegetation, corrugated cardboard, or light plastics that cannot be flame proofed are prohibited.
- 9) Electrical outlets must be appropriately used, and electronic equipment (computers, stereos, televisions, hair dryers, etc.) must not overload circuits, be left unattended, or be improperly wired to create a safety hazard.

- 10) Residents must not operate a commercial business from their rooms or from any part of the residence halls.
- 11) Decorations must not overload electrical circuits and, if appropriate, must be fireproofed in accordance with environmental health and safety standards.
- 12) Residents must have proper administrative approval to move from their assigned residence hall room to another residence hall room.
- 13) Occupying residence hall space outside the contract period is prohibited. This includes failure to vacate the residence halls when they are closed.

#### **D. Keys**

- 1) All residence hall room keys and key cards are the property of Korea University and may not be loaned or duplicated by residents.
- 2) Lost keys or key cards must be reported immediately to residence hall staff. Found keys or key cards must be given immediately to residence hall staff at the center desk.
- 3) Residents must return room keys or key cards upon checking out of the residence hall. Failure to do so could result in a monetary charge.
- 4) Residents are expected to be responsible for their keys or key cards at all times. While residence hall staff will unlock a resident's room door when the resident loses or forgets his or her key or key card, residents who abuse this service are in violation of residence hall rules.

#### **E. Prohibited and Restricted Items**

For health, safety, and insurance liability reasons, residents are prohibited from having the following items in their rooms:

- 1) Flammable liquids and other similar materials, except for sealed containers not exceeding eight-ounce capacity.
- 2) Open-coil appliances and heaters, including, but not limited to, immersion coils, pottery water-warmers, ovens, hot plates, stoves, exposed burners (including popcorn poppers without self-contained heating units), and large power tools.
- 3) Fire/open flame materials or high-heat producing devices, including, but not limited to, lit candles, incense, incense burners, halogen lights and lamps, camping stoves, fireworks, charcoal grills, and sunlamps.
- 4) Antennas or wires extending outside room windows.
- 5) Firearms or other weapons.
- 6) Alcoholic beverages.
- 7) Illegal drugs.
- 8) Mopeds, motorcycles, and other similar vehicles. Bicycles may not be kept in hallways, stairwells, or public areas inside the residence halls.
- 9) Animals, including birds, laboratory specimens, and guest's pets.

#### **F. Rights and Freedoms**

- 1) Actions that infringe generally upon the rights and freedoms of other students are prohibited, regardless of the intention behind the actions. Such actions include, but are not limited to, harassment, intimidation,

discrimination, coercion, and threat.

- 2) Sexual harassment, racial harassment, and harassment based on sexual orientation are prohibited.

#### **G. Smoking**

- 1) All areas of all residence halls are tobacco-smoke-free (nonsmoking) areas.

#### **H. Fire Equipment and Safety**

- 1) Tampering with any fire-fighting equipment, including, but not limited to, fire alarms, fire extinguishers, fire hoses, exit lights, smoke detectors, and sprinkler systems is prohibited.
- 2) Propping fire doors or outside doors of residence halls is prohibited.
- 3) Unauthorized entry to areas of residence halls, including, but not limited to, roofs, window ledges, balconies, offices, and dining halls is prohibited.
- 4) Failing to vacate the residence hall when directed to do so by residence hall staff, emergency staff, or the sounding of a fire/smoke alarm is prohibited.
- 5) Improper use of kitchen/cooking facilities is prohibited.
- 6) Throwing items or shining lasers from residence hall windows is prohibited.
- 7) Blocking hallways with personal items is prohibited.

#### **I. Dining Hall**

- 1) Misusing a residence life meal plan card for dining hall purposes is prohibited. Meal plan cards are not to be used by anyone except the ID card owner.
- 2) Reusable tableware (china, glass, silverware and trays) are not to be removed from the dining area without permission of a dining supervisor.
- 3) Nothing is to be thrown anywhere in the dining area.
- 4) Patrons are to remove their trays, table service, and/or trash to the designated area

#### **J. Unit Disciplinary Action**

- 1) Damage to public areas and furnishings within a residence hall is considered to be the responsibility of the residents of that building, unit, or floor. If individuals responsible for damage cannot be identified, the residents of the building, unit, or floor will become collectively responsible for the cost of repair and/or replacement.
- 2) In situations where the damages are extreme or repetitive and/or the unit is severely disruptive, the building, floor, or unit may be disbanded and the residents reassigned to other residence halls.

#### **K. Alcohol Use**

The use of alcoholic beverages and smoking is prohibited inside the residence halls. (including residence rooms)

#### **L. Payment of Residence Hall Fees**

If residence hall fees due remain outstanding after 5pm of the due date, which will be notified for each semester, a 30,000 KRW late fee shall be payable. The application of this late fee shall be strictly enforced. The Residential Life reserves the right to take disciplinary action if payments are not made in accordance with the schedule.

#### **M. Disciplinary Actions**

If you are charged with violating residential regulations, some disciplinary actions are as follows:



- An oral warning and/or a written warning from a resident assistant.
- Residential probation for a specified period of time up to one year.
- Termination of your residential contract. If the disciplinary action is to terminate your contract, you will be notified within 10 days and given 24 hours in which to vacate your room.
- Certain violations can result in immediate termination of your residential contract. These include assault on another person, possession of a dangerous weapon, dealing in or use of illegal substances, misuse of fire equipment, thefts and burglaries, possession of fireworks or other explosives, damage, vandalism, disruptive behavior, disorderly conduct, any other conduct threatening or endangering physical health or safety of others, noise violations, noncompliance with a directive, or not cooperating with Residence Life staff who are performing their duties.
- Transcript requests will not be honored for anyone whose residence contract is terminated as a disciplinary action.

#### **IV. Payments and Refund Policy Statement -Please refer to the IIE refund Policy**

Please note that violations of the provisions of these regulations are subject to disciplinary action, the jurisdiction of which belongs to the disciplinary committee of the International Summer Campus.

