



# Kookmin University, Exchange Student Guide

## Welcome to Kookmin University

This booklet contains a collection of useful information on things like course registration, immigration matters and even stores on campus. Sit down and take a minute to read this booklet before your new school journey begins.

## KMU at a Glance

- Established in 1946 by the cabinet members of the Shanghai Provisional Government.
- Consists of 23,000 students, 700 faculty members and 300 staff members.
- 14 Colleges and 14 Graduate schools.
- 5<sup>th</sup> largest university in Seoul, the bustling metropolis of South Korea.
- Affiliated with approximately 200 universities and institutions around the world.
- Surrounded by Bukhan Mountain National Park.
- Boasts green environment as well as high-end facilities and modern educational equipment.
- Leads nation in areas such as:

**Automotive Engineering, IT, Design, Nano Technology, Management, etc.**

## Undergraduate & Graduate Schools

| <b>Undergraduate</b>              | <b>Graduate School</b>                           |
|-----------------------------------|--|
| College of Humanities             | Graduate Schools (Master and Doctorate Programs) |
| College of Social Sciences        | Graduate School of Automotive Engineering        |
| College of Law                    | Graduate School of Techno Design                 |
| College of Economics and Commerce | Graduate School of Business IT                   |
| College of Engineering            | Graduate School of Education                     |
| College of Design                 | Graduate School of Business Administration       |
| College of Forest Science         | Graduate School of Public Administration         |
| College of Natural Sciences       | Graduate School of Engineering                   |

|   |   |
|---|---|
| College of Arts   | Graduate School of Design                                 |
| College of Physical Education                             | Graduate School of Politics & Leadership                  |
| College of Business Administration                        | Graduate School of Sports Industry                        |
| College of Electrical Engineering and<br>Computer Science | Graduate School of Creative Writing                       |
| School of Architecture                                    | Graduate School of Information Finance & Legal<br>Affairs |
| KMU International School                                  | Graduate School of Total Arts                             |

## Academic Affairs

### ☐ 2012 Academic Calendar

#### Spring Semester

##### 1. Registration

- 1) Temporarily selecting courses preferred : 25 January 2012 ~ 27 January 2012
- 2) Registration : 30 January 2012 ~ 15 February 2012

##### 2. Recommended arrival date : 27 February 2012 ~ 2 March 2012

##### 3. First day of spring semester : 2 March 2012

##### 4. Course add/drop period : 2 March 2012 ~ 8 March 2012

##### 5. Midterm examinations : 16 April 2012 ~ 20 April 2012

##### 6. Final examinations : 11 June 2012 ~ 15 June 2012

##### 7. The end of the spring semester : 15 June 2012

#### Fall Semester

##### 1. Registration

- 1) Temporarily selecting courses preferred : 30 July 2012 ~ 1 August 2012
- 2) Registration : 7 August 2012 ~ 16 August 2012

##### 2. Recommended arrival date : 27 August 2012 ~ 31 August 2012

##### 3. First day of the fall semester : 3 September 2012

##### 4. Course add/drop period : 3 September 2012 ~ 7 September 2012

##### 5. Midterm examinations : 22 October 2012 ~ 26 October 2012

##### 6. Final examinations : 10 December 2012 ~ 14 December 2012

##### 7. The end of the fall semester : 14 December 2012

※ It is subject to change without a prior notice.

### ☐ Course Registration

- Student should register for courses online at <http://ktis.kookmin.ac.kr> during the registration

period. Students can add or drop courses on the **Kookmin Total Information Systems(KTIS)** website(<http://ktis.kookmin.ac.kr/>) with their student number.

The student number and guideline for registration will be let you know in the beginning of January 2012 by e-mail.

※ Standard Load: 18 credits per semester

※ Recommended Load: 12~15 credits during the semester

### □ Course Adjustments (Add/Drop/Change)

- During the first week of each semester, students can modify their classes on the **Kookmin Total Information Systems (KTIS)** website(<http://ktis.kookmin.ac.kr/>).
- Students can choose to drop or add a course to their timetable.

### □ Grades

- Students' academic performance is graded according to **exams, assignments, attendance and class participation.**
- Students take two formal examinations during the semester.
- Students may be given additional exams or assignments by the professor.

| Grade | Grade Point Average (GPA) | Score    |
|-------|---------------------------|----------|
| A+    | 4.5                       | 95 ~ 100 |
| A     | 4.0                       | 90 ~ 94  |
| B+    | 3.5                       | 85 ~ 89  |
| B     | 3.0                       | 80 ~ 84  |
| C+    | 2.5                       | 75 ~ 79  |
| C     | 2.0                       | 70 ~ 74  |
| D+    | 1.5                       | 65 ~ 69  |
| D     | 1.0                       | 60 ~ 64  |
| F     | 0.0                       | below 59 |

## Campus Facilities

### □ Dormitory

- WEBSITE : <http://dormitory.kookmin.ac.kr>

The dormitory at Kookmin University is available for international.

• **On-Campus Student Dormitory**

- 4 students occupy 1 room
- Air-conditioned & Internet access
- Separate shower and washroom in each room

• **Off-Campus Student Dormitory**

- 10-minute walking distance from campus
- 4 students occupy 1 room
- Air-conditioning & internet access
- Common bathroom, shower, kitchen and lounge

• **Expenses**

▷ **Housing Fee:** 504,000/KRW per semester (112 Days)

▷ **Meal Plan:** 403,200/KRW per semester (Optional)

※ The fees are subject to change without a prior notice.

□ **Sungkok Library**

• WEBSITE: <http://libweb.kookmin.ac.kr>

Sungkok Library contains more than 730,000 books as well as various multimedia, magazines and e-books. In addition, Sungkok Library opened the 「**Design Library (Student Union Center #204)**」 and the 「**Law Library (College of Law # B101)**」 to provide students with professional materials.

※ Students should have their student ID card scanned when entering the library.

Exchange students can make the ID card upon arrival in Korea

※ Students can borrow a maximum of 5 books for 14 days.

※ Smoking is strictly prohibited in all areas of the library and silence must be observed.

※ For any books that are lost or damaged, the borrower must pay the cost of replacement.

| Library Opening Hours |           | Stack room    | Design/Law Library, Newspaper/magazine room, Reference room | Multimedia room | Reading & Studying room |
|-----------------------|-----------|---------------|---|-----------------|-------------------------|
| During Semester       | Mon ~ Fri | 09:00 ~ 21:00 | 09:00 ~ 21:00   | 09:00 ~ 21:00   | 05:00 ~ 23:00           |
|                       | Sat       | 09:00 ~ 17:00 | 09:00 ~ 17:00   | Closed          |                         |
|                       | Sun       | 09:00 ~ 17:00 | Closed  | Closed          |                         |

|                    |              |                  |                  |                  |  |
|--------------------|--------------|------------------|------------------|------------------|--|
| During<br>Vacation | Mon ~<br>Fri | 09:30 ~<br>17:00 | 09:30 ~<br>17:00 | 09:30 ~<br>17:00 |  |
|                    | Sat          | 09:30 ~<br>13:00 | Closed           | Closed           |  |
|                    | Sun          | Closed           | Closed           | Closed           |  |

### □ Computer Labs

- WEBSITE: <http://kist.kookmin.ac.kr/>

Kookmin University has several computer rooms for general use, which can be accessed with a valid student ID card. You can also copy for free if you bring your own copy paper.

| Building                                | Room No.   | Function       | Operating hours (Mon~Fri)         |                 |
|---|------------|----------------|-----------------------------------|-----------------|
|   |            |                | During semester                   | During vacation |
| Bugak Hall                              | 204        | Class          | -                                 | -               |
|   | 206        | Class/<br>Open | Open if no classes                | 9:30 ~ 17:00    |
|   | 508        | Open           | 9:00 ~ 21:30                      | 9:30 ~ 17:00    |
|   | 510        | Open           | 9:00 ~ 21:30                      | 9:30 ~ 17:00    |
| Science<br>Building                     | 321        | Open           | 9:00 ~ 21:30                      | 9:30 ~ 17:00    |
|   | 323        | Class          | -                                 | -               |
| Design Center                           | 221        | Class/<br>Open | Open if no classes                | 9:30 ~ 17:00    |
| Engineering<br>Building                 | Annex-B104 | Class          | 9:00 ~ 21:30                      | -               |
|   | Annex-B105 | Class          | 9:00 ~ 21:30                      | -               |
|   | Annex-B106 | Open           | 9:00 ~ 21:30                      | 9:30 ~ 17:00    |
| College of<br>Economics<br>and Business | 508        | Class          | -                                 | -               |
|   | 510        | Open           | 9:00 ~ 21:30<br>(Sat 09:00~17:00) | 9:30 ~ 17:00    |
| Art Center                              | 212        | Class          | -                                 | -               |
|   | 216        | Open           | 9:00 ~ 21:30                      | 9:30 ~ 17:00    |
| Building No.7                           | 502        | Open           | 9:00 ~ 21:30                      | 9:30 ~ 17:00    |
| College of<br>Law                       | 102        | Open           | 9:00~21:30                        | 9:30~17:00      |

### □ Bank & Post Office

- Location: 2nd Floor (Student Union Center)

An Woori bank branch and post office is located on the 2nd floor of the Student Union Center.

To open a bank account, students need to have an alien registration card or passport with certificate of enrollment.

- Open Hours

Woori Bank (Mon ~ Fri): 09:00 am ~ 4:00 pm

Post Office (Mon ~ Fri): 09:00 am ~ 6:00 pm

- ATMs on Campus
  - 1st floor of the Administration Building
  - 1st floor of International Hall
  - 3rd floor of Building No. 7
  - 1st floor of the Engineering Building
  - 1st floor of Bugak Hall
  - 2nd floor of the Science Building

### □ Campus Clinic

- Location: 4th Floor (The Student Union Center)

There is a campus clinic available during office hours. Students can get medicine for colds, headache, stomachache, etc. for no charge.

- Open Hours

During Semester (Mon ~ Fri): 09:00 AM ~ 9:00 PM

During Vacation (Mon ~ Fri): 09:00 AM ~ 5:00 PM

※ Closed during lunch (12:00 PM ~ 01:00 PM) & dinner (5:00 PM ~ 5:30 PM)

## Campus Life

### □ Student Cafeteria & Cafes

| Store              | Location<br>(Floor)       | During Semester |                       | During Vacation |                       |
|--------------------|---------------------------|-----------------|-----------------------|-----------------|-----------------------|
|                    |                           | Weekday         | Weekend               | Weekday         | Weekend               |
| Student Restaurant | Student Union Center (1F) | 08:30 ~ 19:30   | 08:30 ~ 15:30         | 08:30 ~ 18:30   | 08:30 ~ 14:00         |
| Hanul Restaurant   | College of Law (B1F)      | 08:30 ~ 19:00   | Closed                | 09:00 ~ 18:00   | Closed                |
| Ari (Fastfood)     | Student Union Center (1F) | 09:00 ~ 20:30   | 10:30 ~ 19:00         | 10:30 ~ 19:00   | Sat)<br>10:30 ~ 18:30 |
| Book Cafe          | Bugak Hall (1F)           | 08:00 ~ 19:30   | Sat)<br>09:00 ~ 12:00 | 09:00 ~ 18:00   | Closed                |
| Coffe Club         | Engineering Building      | 08:00 ~ 21:00   | Sat)<br>11:00 ~       | 09:00 ~ 18:00   | Closed                |

|                     |                                  |                  |                          |                  |                          |
|---------------------|----------------------------------|------------------|--------------------------|------------------|--------------------------|
|                     | (1F)                             |                  | 17:00                    |                  |                          |
| Place N<br>(Bakery) | Student Union<br>Center<br>(2F)  | 08:00 ~<br>19:00 | Closed                   | 08:00 ~<br>17:00 | Closed                   |
| Maxwell<br>House    | Art Center<br>(1F)               | 09:00 ~<br>20:00 | Sat)<br>09:00 ~<br>18:00 | 09:00 ~<br>19:00 | Sat)<br>09:00 ~<br>17:00 |
|                     | Student Union<br>Center<br>(B1F) | 08:30 ~<br>18:00 | 08:30 ~<br>18:00         | 09:00 ~<br>18:30 | Sat)<br>09:00 ~<br>18:00 |

### □ Convenient Stores

| Store                | Location<br>(Floor)         | During Semester  |                          | During Vacation  |                          |
|----------------------|-----------------------------|------------------|--------------------------|------------------|--------------------------|
|                      |                             | Weekday          | Weekend                  | Weekday          | Weekend                  |
| Convenient<br>Stores | Bugak Hall<br>(1F)          | 08:30 ~<br>21:00 | Sat)<br>09:00 ~<br>13:00 | 09:00 ~<br>18:00 | Sat)<br>09:00 ~<br>13:00 |
|                      | Science Building<br>(B1F)   | 08:30 ~<br>19:00 | Closed                   | 09:00 ~<br>17:00 | Closed                   |
|                      | Library<br>(B1F)            | 08:30 ~<br>21:00 | 09:00 ~<br>17:00         | 09:00 ~<br>17:00 | 09:00 ~<br>17:00         |
|                      | Engineering<br>Building(1F) | 08:30 ~<br>21:00 | Closed                   | 09:00 ~<br>17:00 | Closed                   |
|                      | Student Union<br>Center(1F) | 08:30 ~<br>21:00 | 09:00 ~<br>13:00         | 09:00 ~<br>13:00 | Sat)<br>09:00 ~<br>13:00 |
|                      | College of Law<br>(B1F)     | 08:30 ~<br>21:00 | Closed                   | Closed           | Closed                   |
|                      | Art Center<br>(1F)          | 08:30 ~<br>21:00 | 08:30 ~<br>18:00         | 09:00 ~<br>19:30 | 09:00 ~<br>13:00         |

### □ Other Stores

| Facility  | Location                 | Item              |
|-----------|--------------------------|-------------------|
| Copy Shop | Student Union Center(2F) | Copy, Bookbinding |
|           | Bugak Hall(1F)           | Copy, Bookbinding |
|           | Library(2F)              | Copy, Bookbinding |

|                  |                               |  |
|------------------|-------------------------------|--|
|                  | Library(4F)                   | Copy, Bookbinding                        |
| Stationary Store | Student Union Center<br>(B1F) | Stationary, General goods                |
|                  | Design Center<br>(1F)         | Stationary, General goods                |
| Shoe Repair Shop | Student Union Center<br>(B1F) | Repair shoes                             |
| Book Store       | Student Union Center<br>(1F)  | Books                                    |
| Beautiful Store  | Student Union Center<br>(B1F) | Used Household items                     |
| Computer shop    | Student Union Center<br>(B1F) | Computer, supplies                       |
| Photo Studio     | Student Union Center<br>(B1F) | Photo shoot, develop photos              |
| Optician's       | Student Union Center<br>(B1F) | Glasses                                  |
| Beauty Parlor    | Student Union Center<br>(B1F) | Beauty Parlor, Nail art                  |
| Travel Agency    | Student Union Center<br>(B1F) | Travel Information,<br>Ticketing service |
| Sports shop      | Student Union Center<br>(B1F) | Sports goods, Team uniform               |
| Game Plaza       | Student Union Center<br>(B1F) | PC game, PS2                             |
| Flower shop      | Student Union Center<br>(B1F) | Flowers, Flowerpot                       |

**Kookmin University**

Address : 861-1, Jeongneung-dong, Seongbuk-gu, Seoul, 136-702 Korea