Chapter 1 General Provisions

Article 1 (Purpose) These regulations stipulate the matters necessary for the operation and management of student residential facilities such as dormitories and their ancillary facilities at Pohang University of Science and Technology (hereinafter referred to as the “University”).

Article 2 (Definitions) ① A “dormitory” refers to any of the student residential facilities; the “dormitory” as provided in Article 5 and the provisions thereafter, however, refers to a shared residential facility for unmarried or single students.
② A “Graduate Student Apartment” (hereinafter referred to as the “Apartment”) refers to an apartment-style residential facility where married students can stay with their families.
③ A “student of the University” refers to a student currently enrolled in a degree program of the University including the Graduate School for Information Technology and Graduate Institute of Ferrous Technology, unless defined otherwise by these regulations.
④ The “Dormitory Director’s Office” refers to the office where a dormitory director or an employee who is responsible for the operation of residential facilities works.
⑤ “Move-in” refers to moving in to the assigned room (or apartment) following the prescribed procedures after obtaining the Dormitory Director’s approval, whereas “move-out” refers to vacating the room (or apartment) following the prescribed procedures after notifying the Dormitory Director’s Office.

Article 3 (Operation Goals) The following are the goals of dormitory operation of the University:
1. Maintain optimal residential environments for a sound academic atmosphere
2. Provide guidance for wholesome student life integrated with education
3. Maximize self-management and administration by tenants

Article 4 (Operating Structure) ① The operating structure of the dormitory shall consist of Dormitory Directors and a few staff members.
Dormitory Directors shall be appointed from among tenure-track or tenured faculty members by the President of the University; a Dormitory Director’s term of office shall be two years.

Dormitory Directors shall assist the Vice President of Admissions and Student Affairs and fulfill the following duties:
1. Matters concerning move-in and move-out and assignment of rooms
2. Guidance on student life within the residential areas such as checking on a student’s daily life and imposing penalty points

Chapter 2 Dormitories

Article 5 (Tenant Eligibility) ① Eligible candidates shall be limited to students of the University who have registered for the current semester. However, a person who has been granted the Special Case of Mandatory Military Service status shall be regarded as a student of the University until he/she obtains a degree even if the person has completed a program as technical research personnel at the time of registration.
② A part-time student may not move in to a dormitory.
③ If a dormitory has available space, students from other universities participating in the University’s education or research programs may be allowed to move in.
1. (Deleted)
2. (Deleted)
3. (Deleted)
4. (Deleted)
④ Other persons approved by the University may move in subject to room availability. (Established February 22, 2010)

Article 6 (Restrictions on Move-in) The following persons shall not be allowed to move in during the applicable periods:
1. A person who has received a disciplinary action of suspension or a more severe punishment pursuant to the Statutes of the University.
2. (Deleted)
3. A person with an infectious disease
4. Other persons deemed unfit for communal living by the Vice President of Admissions and Student Affairs.

Article 7 (Application for Move-in) A person who wishes to move in shall submit an application to the Dormitory Director’s Office as follows:
1. New students shall fill out and submit a prescribed application form during the orientation period.
2. Continuing students or students who are returning to the University after a leave: A registration for the current semester or a Request to Return from Leave of Absence shall substitute for an application for move-in.
3. Continuing students attending winter/summer sessions: The payment of dormitory fees at the time of registration for winter/summer sessions shall substitute for an application.
4. For other applicants including research-participating students, an inter-departmental request from the department head (or head of the group where they belong) shall be submitted.

Article 8 (Assignment and Change of Rooms) ① Rooms shall be assigned separately for bachelor’s, master’s, doctoral, and MS/PhD integrated program students at the time of a student’s admission to the University. However, students may be reassigned due to additions to or remodeling of the premises, changes in capacities, or changes in operation policies. Room assignment for winter/summer sessions shall be an exception.
② A tenant shall not be allowed to change his/her room without permission. If a tenant wishes to change his/her room for unavoidable reason, he/she must submit a form to the Dormitory Director’s Office for a prior approval.

Article 9 (Tenancy Period) ① Each degree program shall have a regular tenancy period and an extra tenancy period. A regular tenancy period shall refer to the period during which a regular fee schedule shall apply; an extra tenancy period shall refer to the period during which a separate approval process and a different fee schedule are applied.
② The following are the regular tenancy period and extra tenancy period for each degree program:

| Category          | Bachelor’s Program | Master’s | Doctoral | Integrated |
|-------------------|-------------------|----------|----------|------------|------------|
| Regular Tenancy   |                   |          |          |            |            |
| Extra Tenancy     |                   |          |          |            |            |
General Double Major Program Program Program

<table>
<thead>
<tr>
<th>Regular Tenancy Period</th>
<th>General</th>
<th>Double Major</th>
<th>Program</th>
<th>Program</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 semesters</td>
<td>8 semesters</td>
<td>4 semesters</td>
<td>8 semesters</td>
<td>10 semesters</td>
<td></td>
</tr>
<tr>
<td>Extra Tenancy Period</td>
<td>1 semester</td>
<td>3 semesters</td>
<td>2 semesters</td>
<td>4 semesters</td>
<td>4 semesters</td>
</tr>
</tbody>
</table>

※ Only enrolled semesters shall count; periods of leave of absence shall not count.

③ An extra tenancy period shall not be extended.

**Article 10 (Operating Period)** The following are the operating periods of dormitories; dormitories may be closed during public holidays such as New Year’s Day or Chuseok (Korean Thanksgiving day):

1. For undergraduate students: Dormitories open during regular semester periods only; during winter/summer sessions a different operation process shall be followed.
2. For graduate students: With no distinction between regular semesters and winter/summer sessions, the opening period is divided into the first half of the year (March - August) and the second half of the year (September - February).
3. For other tenants: Dormitories operate on a monthly basis

**Article 11 (Move-Out)** ① A person for whom a move-out decision has been made due to a change in his/her enrollment, the completion of a contract period, or the occurrence of a reason for restriction, shall vacate his/her room following the prescribed procedures within two days of the date of the occurrence of such reason.
② An undergraduate student shall move out following the procedures set forth by the Dormitory Director’s Office each semester.
③ Personal belongings left until after one week from the date of move-out shall be subject to disposal by the Dormitory Director’s Office.

**Article 12 (Tenant Obligations and Disciplinary Measures)** ① A dormitory tenant must complete the education for the prevention of sexual harassment, follow the Dormitory Rules (attached), and do his/her best in maintenance of the academic facilities and the management of the facilities and fixtures in the dormitories.
In case of a violation of such obligations, the corresponding penalty points may be imposed by the Dormitory Director.
② Penalty points shall be accumulated for one year from the date of a violation; matters concerning major violations, penalty point details, and disciplinary measures for the accumulated penalty points shall be governed by the Dormitory Rules.

**Article 13 (Deleted)**

**Article 14 (Dormitory Fees)** ① An undergraduate student shall pay the dormitory fees for each semester based on the schedule provided for by Article 9. During winter/summer sessions, a separate fee schedule shall apply to all students, except graduate students, regardless of the year of admission to the University or category of move-in.
② Graduate students within a regular tenancy period as provided by Article 9 shall pay the dormitory fees for the registered period; a student in an extra tenancy period shall pay the dormitory fees for each semester (every six month) as separately determined.
③ Other tenants shall pay the dormitory fees as separately determined.
④ Dormitory fees shall be refunded based on the tuition refund policies if a student has to move out before the expiration date for reasons such as leave of absence.
⑤ When the dormitory is used for a public purpose of the University, the dormitory fees may be waived with approval from the Vice President of Admissions and Student Affairs.

**Article 15 (Obligation to Report)** A dormitory tenant must report to the Dormitory Director’s Office without delay if he/she witnesses any of the following:
1. When his/her roommate is in danger due to mental or physical illness
2. In case of an accident such as fire, safety breach, and theft
3. When there is a possibility of a serious accident due to collapse of a facility or a gas leak
4. When his/her roommate is missing for more than 24 hours
5. When there is a possibility of other accidents
Chapter 3 Graduate Student Apartments

Article 16 (Tenant Eligibility) Eligible candidates shall be limited to married, full-time students enrolled in the General Graduate School of the University. However, students of the Graduate Institute of Ferrous Technology, commissioned research staff members at the doctoral level, and other persons approved by the University may be accepted for tenancy for a designated number of units. (Amended February 22, 2010)

Article 17 (Tenancy Priorities) ① The order of priority for the assignment of an apartment shall be regular students, military-entrusted students, and students entrusted by non-military organizations; for regular students and military-entrusted students, the priorities shall be determined as follows:
1. Assignment at the beginning of each semester
   A. First priority: Those on the waiting list from the previous year
   B. Second priority: Doctoral program students who apply for the first time
   C. Third priority: Master’s program students who apply for the first time
   D. Within the second and third priority groups, the priorities shall be determined in the order of the following criteria: whether both husband and wife are students, number of school children, total number of children, and applicant’s age
   E. A research staff member who has been living in the Graduate Student Apartments shall vacate his/her apartment; if there are available units, however, he/she may be accepted for a period of one year each time.
2. Late application: Late applicants shall be placed on the waiting list after the applicants provided in Clause 1 and in the order of applications received.
② Students entrusted by non-military organizations shall only be accepted when no regular students and military-entrusted students are on the waiting list; the priorities shall be determined based on the overall consideration of home ownership, annual salary, number of school-age children, and total number of children.
③ The priority for tenancy for students of the Graduate School for Information Technology and the Graduate Institute of Ferrous Technology shall be determined by the Dormitory Director’s Office after considering the opinions of the said graduate schools.
④ The priority for tenancy for commissioned research staff members at the doctoral level shall be determined in the order of applications received.
⑤ A tenant shall be allowed to stay if a change of his/her status still keeps him eligible for tenancy.

Article 18 (Tenancy Application and Move-in Procedures) The following are the tenancy application and move-in procedures:
1. Submit a tenancy application
   ※ Documents to be attached:
   A. Certificate of identity: one copy of enrollment verification, admissions letter, or application for appointment as a commissioned researcher
   B. Marriage Certificate: one copy of a supporting document such as resident registration
   C. Deleted
2. Receive a notice of assignment of an apartment
3. Pay a security deposit
4. Take the apartment key after the inspection of the assigned unit with a staff member of the Dormitory Director’s Office.
5. Move in

Article 19 (Unit Assignment) Unit assignment shall be determined by random drawing among the vacant units. If special consideration is required for disability or acrophobia, exceptions may be allowed with supporting documents.

Article 20 (Tenancy Period) ① The following are the regular tenancy period and the extra tenancy period for each program:

<table>
<thead>
<tr>
<th>Category</th>
<th>Master’s Program</th>
<th>Doctoral Program</th>
<th>Integrated Program</th>
<th>Commissioned researcher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular tenancy</td>
<td>4 semesters</td>
<td>8 semesters</td>
<td>10 semesters</td>
<td>Commission period</td>
</tr>
</tbody>
</table>
**Article 20 (Tenancy Agreement) Period**

<table>
<thead>
<tr>
<th>Extra tenancy period</th>
<th>2 semesters</th>
<th>4 semesters</th>
<th>4 semesters</th>
<th>Reapplication allowed after one year</th>
</tr>
</thead>
</table>

※ Only enrolled semesters shall count; periods of leave of absence shall not count.
② An extra tenancy period shall not be extended.

**Article 21 (Tenant's Obligations)** A tenant of the apartment shall observe the following and fulfill his/her obligations with due care and prudent management of the property:
1. A tenant shall not sublease any part of the apartment.
2. A tenant shall not damage the facilities in the apartment or change their layout.
3. A tenant shall not engage in for-profit commercial transactions such as group tutoring or sale of goods within the apartment.
4. A tenant shall be careful in handling flammable substances such as gas and petroleum in the apartment and make every effort to prevent a fire.
5. A tenant shall not swap units with other tenants without prior approval.
6. A tenant shall not engage in gambling or commit any act of disturbance such as making noises in the apartment.
7. A tenant shall actively participate in the communal work of the apartment such as cleaning, collecting garbage, and disinfection.

**Article 22 (Rent)**
① A tenant in an apartment must pay the prescribed amount of rent every month.
② The amount of rent shall be determined by the tenant’s status and the type of tenancy period.

**Article 24 (Eviction)** Under any of the following cases in which the continued occupancy of an apartment unit by a tenant is considered to be inappropriate, the Vice President of Admissions and Student Affairs may order an eviction:
1. Serious violation of Article 21 (Tenant’s Obligations)
2. Leave of absence of six months or longer, or academic suspension
3. Illness with an infectious disease
4. Disrupting the operation of dormitories or apartments
5. Nonpayment of the rent
6. Other acts deemed inappropriate for communal living

**Article 25 (Date of Move-out)** A tenant in an apartment shall vacate his/her apartment within 10 days of the termination of his/her tenant status. In case of unexpected circumstances such as disciplinary action, however, the tenant may extend the move-out date by up to one month.

**Article 26 (Move-out Procedures)** The following are the procedures to move out of an apartment unit:
1. Notify the Dormitory Director’s Office of the anticipated move-out date at least 10 days in advance.
2. Have a staff member of the Dormitory Director’s Office conduct an inspection.
3. Return the key and receive the deposit back following the settlement of account procedures.

### Chapter 4 Facility and Safety Management

**Article 27 (Maintenance of Facilities and Fixtures)**
① If a facility or a fixture in a dormitory or an apartment unit is damaged, the tenant must take the necessary actions such as immediately reporting or repairing any damaged facility or fixture to keep the shared facilities and fixtures in the best condition.
② The University shall take charge of the overall management of communal facilities and furniture whereas a user shall be responsible for repair in case of minor damage or malfunction.
③ A tenant who damaged the communal facilities or fixtures inadvertently or on purpose shall be required to pay any cost incurred.

**Article 28 (Safety Management)** A tenant shall always exercise extreme caution and prevent hazards such as fire, explosion, and collapse; if a tenant detects any danger of such accidents, he/she must immediately notify the Dormitory Director’s Office or call a number on the emergency contact list.

**Article 29 (Responsibility of Preventing Fire and Theft)** A tenant shall make his/her best effort to prevent fire or theft and take full responsibility for an accident that has occurred due to his/her carelessness.
Chapter 5 Dormitory Operating Committee

Article 30 (Dormitory Operating Committee) The Dormitory Operating Committee (hereinafter referred to as the “Committee”) shall be organized to deliberate on important matters concerning the operation of dormitories and apartments.

Article 31 (Composition of the Committee and Convening of a Committee Meeting) ① The Committee shall have the Male Dormitory Director as the Chair and shall consist of the Female Dormitory Director, a former Dormitory Director, the director of the Housing Services, the RC (Residential College) manager, the undergraduate representative and the graduate representative of the Dormitory Council, and the President of the Graduate Student Apartment Council.

② A meeting of the Committee shall be convened by the Chair. At the request of one-third or more of the committee members or the President of the University, however, the Committee Chair must convene a meeting without delay.

Article 32 (Deliberations) The Committee shall deliberate on the following matters:
1. Matters concerning the requirements for moving in and out of the dormitory and the Graduate Student Apartments
2. Matters concerning the determination for dormitory fees and rent for the Graduate Student Apartments
3. Matters concerning new construction or renovation
4. Matters concerning the amendment and abolishment of the Regulations for the Operation of Dormitories
5. Other important matters concerning the operation of the dormitories

Article 6 Student Councils

Article 33 (Graduate Student Apartment Council) ① The Graduate Student Apartment Council shall be organized for the self-administration of the Graduate Student Apartments.

② The Graduate Student Apartment Council shall consist of two tenants from each building; one President shall be elected from among Council members for a one-year term.

③ Matters concerning the functions and operation of the Graduate Student Apartment Council shall be stipulated separately.

Article 34 (Dormitory Council) ① The Dormitory Council shall be organized for the self-administration of the Student Dormitories and for establishment of a sound academic atmosphere.

② The Dormitory Council shall consist of a representative of undergraduate student tenants, a representative of graduate student tenants, administrative officers, one representative from each dorm building, and a resident assistant; the term of office shall be one-year.

③ Matters concerning the functions and operation of the Dormitory Council shall be stipulated separately.

Chapter 7 Miscellaneous

Article 35 (Guestrooms) Deleted
Article 36 (Parents’ House) Deleted
Article 37 (Sangnamgwan) Deleted
Article 38 (Use of Profits from Deposits) Profits from dormitory and apartment deposits shall be used as subsidy for the Dormitory Council and the Graduate Student Apartment Council with approval from the Vice President of Admissions and Student Affairs.

Article 39 (Residential College) Matters concerning the operation of the Residential College shall be stipulated separately.

Addendum
These regulations shall be established and take effect on December 3, 1986.

Addendum
These amended regulations shall take effect on March 2, 1987.

Addendum
These amended regulations shall take effect on May 29, 1989.

Addendum
These regulations shall be amended on August 30, 1994 and take effect beginning the Academic Year 1995.

Addendum
These amended regulations shall take effect on January 1, 1998.

Addendum
These amended regulations shall take effect on March 4, 1999.

Addendum
These amended regulations shall take effect on June 1, 2001.

Addendum
These regulations shall be amended on October 1, 2004 and take effect beginning the first semester of 2005.

Addendum
Article 34, Clause 2 of these regulations shall be amended on December 15, 2004 and take effect beginning the first semester of 2005.

Addendum
These amended regulations shall take effect on January 1, 2006.

Addendum
These amended regulations shall take effect on October 1, 2009.

Addendum
These amended regulations shall take effect on February 22, 2010.
(Table) Dormitory Rules

**Major Violations and Penalty Points to be Imposed**

<table>
<thead>
<tr>
<th>Descriptions of Violations</th>
<th>Maximum Penalty Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Criminal act</td>
<td>70 points</td>
</tr>
<tr>
<td>2. Unauthorized access to the dormitories or RC floors of the opposite sex(1)</td>
<td>70 points</td>
</tr>
<tr>
<td>3. Carrying flammable substances in dormitories or causing accidental fire</td>
<td>60 points</td>
</tr>
<tr>
<td>4. Any for-profit act</td>
<td>50 points</td>
</tr>
<tr>
<td>5. Damaging, removing, or taking private ownership of the University property</td>
<td>50 points</td>
</tr>
<tr>
<td>6. Entry or a night stay of outsiders (persons other than students attending the University)</td>
<td>40 points</td>
</tr>
<tr>
<td>7. Cooking in a place other than the kitchen in dormitory buildings</td>
<td>20 points</td>
</tr>
<tr>
<td>8. Smoking inside dormitory buildings (including the rooftop, stairs, and balconies) or within five meters from a building</td>
<td>20 points</td>
</tr>
<tr>
<td>9. Bringing in and using unauthorized electrical appliances(1)</td>
<td>20 points</td>
</tr>
<tr>
<td>10. Careless use of authorized electrical appliances</td>
<td>20 points</td>
</tr>
<tr>
<td>11. Installation of personal wallpaper, floor coverings, carpets, or tiles in the bedroom(1)</td>
<td>20 points</td>
</tr>
<tr>
<td>12. Unauthorized change of a room(1)</td>
<td>30 points</td>
</tr>
<tr>
<td>13. Keeping animals (including insects/fishes)(1)</td>
<td>20 points</td>
</tr>
<tr>
<td>14. Failure to follow the procedures for moving in or out of a dormitory(1)</td>
<td>10 points</td>
</tr>
<tr>
<td>15. Failure to follow the instructions from the Dormitory Director or the Dormitory Director’s Office</td>
<td>10 points</td>
</tr>
<tr>
<td>16. Change of the structure/layout of a bedroom in violation of the regulations(1)</td>
<td>5 points</td>
</tr>
<tr>
<td>17. Violation of the internal regulations of the Dormitory Council or each building’s tenants association(1)</td>
<td>15 points</td>
</tr>
<tr>
<td>18. Leaving personal items such as laundry in the corridor, other acts that are against clean and safe management of dormitories, and any disorderly act</td>
<td>25 points</td>
</tr>
<tr>
<td>19. Failure to register on POVIS a personal vehicle parked within the dormitory areas for 10 days or more per semester, failure to display the Dormitory Student Vehicle Registration Certificate, and any other act that violates parking order(1)</td>
<td>20 points for violation of parking order and additional 50 points for refusal to pay the towing fees</td>
</tr>
<tr>
<td>20. Unauthorized proselytizing activities within the dormitory areas and any act in violation of the University’s policies on propagation of religion(1)</td>
<td>20 points</td>
</tr>
<tr>
<td>21. Any act in violation of the regulations made by the RC Dormitory Operating Committee(6)</td>
<td>70 points</td>
</tr>
<tr>
<td>22. Failure to pay the additional dormitory deposit(7)</td>
<td>30 points</td>
</tr>
</tbody>
</table>

(1) Penalty points may not be imposed with the Dormitory Director’s review and approval on an advanced request by an individual or a group.

(2) A student of the University who has moved out of the dormitories or who is on a leave of absence may be allowed to stay over for one night with permission from the Dormitory Director’s Office.

(3) A resolution on this item’s details shall be passed with a two-third vote of the tenants of each building; if the resolution is passed, this item may be excluded from penalty points or managed autonomously by each dormitory building’s tenants association for one semester with the Dormitory Director’s review and approval.
(4) Starting the fall semester of 2008, a person who parks his/her car within the dormitory areas must submit an application for parking registration and a copy of vehicle registration to the Dormitory Director’s Office within 10 days of the occurrence of such case. Any vehicle violating the parking rules may be towed away to the parking lot behind the gymnasium, and the towing fees shall be paid for by the violator. The vehicle towed shall be reported to the Dormitory Director’s Office, and the University shall not take responsibility for any vehicle damage occurred during the towing process. If he/she fails to pay the towing fees within the date stated on the towing notice, 50 penalty points shall be additionally imposed.

(5) A dormitory student may submit a request for approval to the Dormitory Director’s Office with a detailed description of the activities such as the detailed schedule, number of participants, and the method to propagate religion to two or more persons within the dormitory areas. The activity shall only be allowed with approval obtained one week prior to the activity. In particular, propagating religion inside the dormitory buildings shall be allowed only when the person who wishes to conduct the activity posts an activity plan written on A3-sized or larger paper in front of the applicant’s room, and at the entrance of the dormitory building four (4) days prior to the visit for such activity. The student wishing to propagate religion can only visit the rooms of students who approved such activities.

(6) Additional Dormitory Regulations as determined by the RC Steering Committee shall have the same effect as the general Dormitory Regulations following deliberations by the Dormitory Director.

(7) Costs incurred from the loss of an object, breakage, poor cleaning may be paid for with the dormitory deposit of a student, and any shortage shall be paid by the person who caused the damage. If he/she fails to pay the additional deposit within a set period indicated on the payment notification, penalty points shall be imposed.

<table>
<thead>
<tr>
<th>Accumulated Penalty Points</th>
<th>Disciplinary Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 points or more</td>
<td>Two hours of campus services designated by the Dormitory Director for every five points.</td>
</tr>
<tr>
<td>20 points or more</td>
<td>Notification sent to the student’s advisor and parents</td>
</tr>
<tr>
<td>30 points or more</td>
<td>Not permitted to reside in the dormitory for the following regular semester</td>
</tr>
<tr>
<td>50 points or more</td>
<td>Not permitted to reside in the dormitory for the following two regular semesters</td>
</tr>
<tr>
<td>70 points or more</td>
<td>The person shall be immediately evicted for good, and the case shall be submitted to the academic disciplinary committee.</td>
</tr>
</tbody>
</table>