

Winter 2023 Session Payment & Refunds Information

1 Tuition Bill & Tuition Payment

- 1st round: **November 22 (Wed) ~ November 27 (Mon)**
- 2nd round (Final): **November 30 (Thu) ~ December 1 (Fri)**

※ Bill printing: Log on at mySNU → Academic Affairs → Tuition → Billing Info → Winter/Winter Session Tuition Bill

2 Tuition Fee

- Theory courses: 40,500 KRW per credit
- Practical courses: 45,500 KRW per credit

3 Payment: Bank, Virtual Account and ATM

- By bank windows: **9:00 AM – 16:00 PM** *It may vary depending on the bank branch
- By virtual account
 - **Nov. 22 (Wed) 09:00 ~ Nov. 27 (Mon) 17:00** *Weekends are excluded
 - **Nov. 30 (Thu) 09:00 ~ Dec. 1 (Fri) 17:00**
- ATM transfers
 - When you do not have the tuition bill or do not know the virtual account number, payment through an ATM is also possible.
 - Procedures are as follows: public imposts → tuition fee → approval code (Nonghyup 079695 / Shinhan 88105) → input your student ID number (confirm your name and check the amount) → payment
- Notes
 - Students making payments at banks other than Nonghyup, Shinhan or Woori Bank will be subject to service charges.
 - Separate payment for courses is unavailable.
 - After payment for courses, it is not possible to change the course into other courses. (For the courses which have been canceled by department, students can change to other courses which provide same amount of credits)

4 Confirmation of Education Expense Payment (the receipt)

- SMS notification: personal mobile (If you agreed to receive SMS notification)
- Tuition Bill & Tuition Payment: mySNU → printing the online receipt

5 Announcement of Course Cancellation

- If the courses you signed up were cancelled, ① get a refund or ② change them into other courses which provide same amount of credits.
- Course cancellation announcement after the payment: Dec. 12 (Tue) at the mySNU notice boards.

6 Course Withdrawal and Refund

- Course Withdrawal

Date	Remark	note
Fri – Thu, Dec 15 – 21, 2023	100% refundable	Before class begins
Fri – Thu, Dec 22, 2023 – Jan 4, 2024	2/3 refundable	1/3 of Class days
Fri – Wed, Jan 5 – 10, 2024	1/2 refundable	1/2 of Class days

※ From Jan 11 (Thu), course cancellation and refund is unavailable.

※ The transfers will reach your bank account after 3 weeks or so of the final day of the course withdrawal.

- Course Withdrawal and Refund

– Before class begins (Dec 15 – Dec 21, 2023)

mySNU → Academic affairs → Class/Grade → Class → Course Drop(Summer/Winter Session) → Save → Submit

– After class begins (Dec 22, 2023 – Jan 10, 2024)

(Need for instructor's approval) mySNU → Academic affairs → Class/Grade → Class → Course Drop(Summer/Winter Session) → Save → Submit → Instructor's approval

(No need for instructor's approval) Academic affairs → Class/Grade → Class → Course Drop(Summer/Winter Session) → Save → Submit

* Enter account number: mySNU → My Info → Modify Personal Info (Your personal bank account number should be written)