

Winter 2024 Session Payment & Refunds Information

1 Tuition Bill & Tuition Payment

1st round: **November 20 (Wed) ~ November 25 (Mon)**

2nd round (Final): **November 28 (Thu) ~ November 29 (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. 20 (Wed) 09:00 ~ Nov. 25 (Mon) 17:00** *Weekends are excluded

– **Nov. 28 (Thu) 09:00 ~ Nov. 29 (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. 3 (Tue) at the mySNU notice boards.

6 Course Withdrawal and Refund

- Course Withdrawal

Date	Remark	note
Fri – Sun, Dec 13 – 22, 2024	100% refundable	Before class begins
Mon – Fri, Dec 23, 2024 – Jan 3, 2025	2/3 refundable	1/3 of Class days
Sat – Wed, Jan 4 – 8, 2025	1/2 refundable	1/2 of Class days

※ From Jan 9 (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 13 – Dec 22, 2024)

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

– After class begins (Dec 23, 2024 – Jan 8, 2025)

(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)