

# ORIENTATION

Spring 2022



YONSEI UNIVERSITY  
GRADUATE SCHOOL OF INTERNATIONAL STUDIES

Admission: [gsis@yonsei.ac.kr](mailto:gsis@yonsei.ac.kr)  
Admitted students: [gsisoffice@yonsei.ac.kr](mailto:gsisoffice@yonsei.ac.kr)

<http://gsis.yonsei.ac.kr>



**YONSEI UNIVERSITY**  
GRADUATE SCHOOL OF INTERNATIONAL STUDIES

# DOCUMENTS TO SUBMIT

Submit by March 16 in person or through email to the GSIS Office (NMH 510) (gsis@yonsei.ac.kr)

- Signed Academic Honor Code (see attachment in email)
- Copy of Korean Bank Book
- Copy of your Alien Registration Card
- If you do not have a Bank Book or ARC by this date, you will need to register your information yourself by emailing [fiwebmaster@Yonsei.ac.kr](mailto:fiwebmaster@Yonsei.ac.kr). Send them scans of your Bank Book, ARC and student ID.
- This enables you to receive payment from the school, for instance from a work-study position or a tuition refund.

\*NMH = New Millennium Hall located near the East Gate of Yonsei

# SIGNED ACADEMIC HONOR CODE



*I will not lie, cheat, or steal, nor tolerate those who do.*

The faculty and student body at Yonsei University's Graduate School of International Studies believe that honesty and integrity are essential qualities to achieving academic and professional success. All students, faculty, and administrators are responsible to each other for ensuring that honesty, integrity, and trust remain the foundation of the academic environment at GSIS. In keeping with that tradition, the purpose of the Honor Code is to declare a shared commitment to promoting integrity within the GSIS community. Each student is therefore required to commit to the principles of the Honor Code, and in signing, agrees to abide strictly to the Code. The Honor Code requires students to maintain integrity in all academic affairs and to hold their peers to the same standard.

**Violations of the Honor Code include, but are not limited to:**

- **Lying:** Lying includes knowingly communicating an untruth in order to gain an unfair academic advantage, or neglecting to divulge information when, under the circumstances, a person of integrity would be expected to disclose the matter.
- **Cheating/Fraud:** Cheating/fraud includes using unauthorized materials to complete an assignment; copying the work of another student or representing another's work as one's own (plagiarism); falsifying one's identity by having another person take an exam, unauthorized provision of materials or information to others during exams; any other activity which might give a student an unfair academic advantage. All communication – written, oral, or otherwise – among students during examinations is forbidden, as is the use of notes, books, calculators, or other written material except when approved by the instructor.
- **Stealing:** Students are required to submit their own work. Ideas, data, direct quotations, paraphrasing, or any other incorporation of the work of others must be clearly referenced. To do otherwise constitutes plagiarism.

Upon witnessing a violation of the Honor Code, a student has the obligation to inform the student whose conduct is believed to be in violation of the Code that the Code has been violated. Each member of the GSIS academic community, as a person of integrity, has a personal obligation to adhere to this requirement. The student also has the right to inform a member of the faculty, and may submit a written complaint to the Chair of the Academic Integrity Committee.

Violations of this code are considered serious matters. Offenders will be dealt with accordingly by the Academic Integrity Committee and are subject to severe disciplinary measures.

I affirm that I have read, understand, and agree to the principles set forth above.

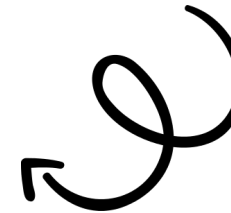
**Name:**

**Student Number:**

**Signature:**

**Date:**

This will be sent in the follow-up email



# COPY OF YOUR KOREAN BANKBOOK



Most students open Woori Bank accounts. ATMs are located throughout campus, including in B1 of NMH. Woori Bank is located at the Student Union Building and Yonsei Alumni Hall. You should be able to open a bank account with your passport (banks may insist that you need your ARC, but the campus Woori bank should help you open an account with your passport).

# COPY OF YOUR ALIEN REGISTRATION CARD (ARC) by email or in person



FRONT AND BACK

# COURSE RELATED DOCUMENTS

1. Core Course Waiver Approval Forms (to the Registrar) – **From March 2 (9am) to March 4 (5pm); Results available by March 7**
2. Professor's Course Approval Form (to the Registrar) – **by March 2 (9am) to March 8 (5pm)**
3. Course Withdrawal Form (to the Registrar) – **April 4- 6 10am-5pm**

\*Forms for the registrar should be submitted through email: [gsisoffice@yonsei.ac.kr](mailto:gsisoffice@yonsei.ac.kr)

Forms are available in front of the GSIS office (NMH 510) or on the notice board.





# GSIS INSTITUTIONAL SCHOLARSHIPS

Type of Scholarship	Qualifications	Value/Semester
Dean's Scholarship (limited)	Min. 4.0/4.3 GPA (min. 12 credit hours)	Up to 100% of tuition
Financial Aid (application necessary)	Min. 3.5/4.3 GPA (min. 9 credit hours)	Up to 50% of tuition
Work-Study Scholarship (office assistant)	Varies	Up to KRW 6,000,000
Teaching/Research Assistantship	Coordinated by GSIS Professors	Up to KRW 3,000,000



# Official Notices

OBJECT Recruiting Subject

No	Object	Subject	Attach	Date	Hits
**	Current	Dean's Scholarship and Financial Aid Application for Fall 2021	-	2021-06-15	895
**	Academics	[20210727 updated] Course Enrollment for 2021 Fall Semester	-	2021-06-17	1472
**	Admission	2021-2학기 국제학대학원 학부-대학원 연계과정 모집 안내 (Yonsei GSIS Bachelor & Master's Accelerated Degree Program)	-	2021-06-24	414
**	Academics	[20210714 updated] Guidelines on Leave of Absence & Returning & Readmission for 2021 Fall	-	2021-07-08	176
**	Academics	Dean's List for Spring 2021	-	2021-07-13	689
**	Current	Incoming Students: New Regulations regarding the Certificate of Admission	-	2021-07-13	245
94	Recruiting	RA for Centre for Australian Studies		2021-07-13	142
93	Recruiting	Recruitment for UIC TA, Prof. Tomoko Seto		2021-07-12	213
92	Recruiting	연더우드국제대학 번역조교 모집공고		2021-05-31	211
91	Recruiting	Recruitment for UIC TA(2)		2021-02-19	391
90	Recruiting	Recruitment for UIC ICTL Class TA		2021-02-19	329
89	Recruiting	Recruitment for UIC TA		2021-02-19	404
88	Recruiting	[Closed] Recruitment: ODAR(Office of Development and Alumni Relations) Full-time Assistant		2021-02-16	251
87	Recruiting	Recruiting a research Assistant for Center for International Studies		2021-02-16	554
86	Recruiting	RA for Professor Dong-Jae Kim		2021-02-08	435
85	Recruiting	Recruitment for Prof. Lee Jeong Yeon's RA		2021-02-02	518

# LearnUs



전문과정

공개과정

국제과정

학위과정

이용안내



LearnUs 앱 이용 안내

닫기 ✕

다양성



# STUDENT ID CARD

The screenshot shows the Yonsei University portal interface. At the top, there's a browser window with the URL `portal.yonsei.ac.kr/main/indexe.jsp`. Below the browser, the portal has a header with the Yonsei University logo and the text "연세포탈서비스 PORTAL SERVICE@YONSEI". The main content area is divided into several sections:

- The Main Portal Service**: A large blue box on the left.
- Academic Information System**: A section on the right with a list of services including "Academic Management System", "Non-Degree Special Programs", "Electronic Roster", "Center for Educational Development and Services", "Institute of Language Research and Education", and "Leadership Center".
- Administration Information System**: A section on the right with a list of services including "YSCEC", "Issue Student ID" (highlighted with a red box), "Career Support", "Central Library", and "Counseling Center".
- IT Service**: A section at the bottom left with a list of services including "Online Transcripts & Certificates", "Web Mail", "Space Reservation System", "Rental Service Available", "Intr Campus Shuttle Bus", and "Electronic Roster".
- Links**: A green box at the bottom left with a list of links including "Yonsei Homepage", "Medical Center", "Alumni Association", and "Integrated Information System".

At the bottom of the page, there's a footer with the Yonsei University logo and the text "연세대학교 YONSEI UNIVERSITY". Below the logo, there's a link to the "personal information handling policy" and contact information for Yonsei University, the Medical Center, and the Alumni Association. The footer also includes the address "50 YONSEI-RO, SEODAEMUN-GU, SEOUL, 03722, KOREA" and the copyright notice "COPYRIGHT(C) 2011 YONSEI UNIVERSITY. ALL RIGHTS RESERVED".



연세대학교  
YONSEI UNIVERSITY

학생증/신분증 관리  
ID Card Mgmt.

- 학생증/신분증 신청  
Apply for an ID card

카드 발급 이력  
History of Card Issuance

활성화 카드 설정  
Choose the card to be  
activated

사진 등록/변경 및 이력  
Photo Upload/Change &  
its Record

분실/훼손/만료 관리  
Lost/Damaged/Expired  
Card Management

서비스 안내  
Service Information

# GSIS LIBRARY AND PRINTING SERVICES

- GSIS Library / Reading Room: NMH 3<sup>rd</sup> floor
  - *Monday to Friday: 9:00 AM to 6:00 PM*
  - *Closed on weekends*
  - *Summer / Winter Break: 9:00 AM to 5:00 PM on weekdays*
  - *Printing: can pay with card*
- Printer Shop: NMH B2
  - *Printing & Scanning available*
  - *(Currently closed, may be available in the future)*

# ADDITIONAL SERVICES

- Official transcripts, Certificate of Attendance, Certificate of Enrollment etc.
  - *Online through Portal*
- Yonsei Email Account (optional)
  - <http://mail.yonsei.ac.kr>
  - *Select English from the dropdown menu or click 신규 아이디 신청.*
  - *If you have any issues, contact [sysop@yonsei.ac.kr](mailto:sysop@yonsei.ac.kr).*

# Health Insurance

- The Korean Ministry of Education requires that all international students present proof of health insurance.
  - *From March 1st, 2021, all international students must mandatorily register for **National Health Insurance (NHI)**.*
    - For D-2 visa holders who just entered Korea, you will automatically be enrolled once you receive your ARC.
    - International students with the following visa status are all subject to this policy change: D-2 (student) and F-4 (overseas Korean, subject when studying abroad).
  - *A detailed guideline about NHI will be sent in a follow-up email. Please check the PDFs carefully.*

***We recommend you enter Korea with a traveler insurance.***



QUESTIONS?