Tuition Payment Notice for Enrolled Students (Semester 2, Academic Year 2026)

1. Eligible Students

- Currently enrolled undergraduate students.
- Students entitled to a full tuition fee waiver are still required to complete the registration process [see Section 4(d)].

2. Tuition Fee Details

- Please refer to [Attachment 2] at the end of this notice for detailed tuition fee rates by department and academic year.

3. Payment Schedule

Category	Payment Period	Invoice Printing Period
Main Registration	25 Aug 2026 - 31 Aug 2026	24 Aug 2026-31 Aug 2026
1st Installment	2 Sep 2026 - 3 Sep 2026	1 Sep 2026 – 3 Sep 2026
2nd Installment	1 Oct 2026 – 2 Oct 2026	30 Sep 2026 – 2 Oct 2026
3rd Installment	22 Oct 2026 – 23 Oct 2026	21 Oct 2026 – 23 Oct 2026
4th Installment	17 Nov 2026 – 18 Nov 2026	16 Nov 2026 – 18 Nov 2026

4. Payment Methods

(1) Payment via Tuition Fee Invoice (Hard copies will not be posted)

- Access and print your invoice via the Student Intranet on the university website, then pay at any NongHyup Bank branch nationwide during standard banking hours.
- Path: Integrated Academic Information System → Student Intranet → Registration Management → Print Tuition Fee Invoice
- Students with a total fee of KRW 0 must still complete registration processing via the Integrated Academic Information System.

(2) Payment via Virtual Account

Bank	Account Holder	Account Number	Amount Payable
NongHyup Bank	Student's Full Name	Individual virtual account number stated on the invoice	Exact amount specified on the invoice

※ *Any transfer fees incurred when using non-NongHyup banks must be borne by the payer.*

※ If the transferred amount differs from the invoiced amount, payment will not be processed, resulting in uncompleted registration.

Important Notes:

1. Transfers can be made 24 hours a day via over-the-counter banking, online banking, mobile banking, or ATMs/CDs. *(Note: On the final day of the payment period, transfers are strictly permitted until 16:00).*
2. Payments may be made by a third party on behalf of the student.
3. Virtual accounts are strictly dedicated to tuition fee payments and are active only during the designated payment periods.

(3) Credit Card Payment

- **Eligibility: Currently enrolled students *(Students paying via installments are NOT eligible for credit card payment).***
- **Method:** Online payment via respective credit card company portals.
- **Supported Cards:** Samsung Card, Hyundai Card, KB Kookmin Card, Hana Card, Shinhan Card.
- **Important Notes:**
    - Tuition fee payments made by credit card **cannot be cancelled** once approved.
    - Credit card processing is restricted strictly to tuition fees.

(4) Registration for KRW 0 Fee Invoices

- Students with a zero balance on their invoice (e.g., Grade-A scholarship recipients, full fee waiver recipients, or returning students with waived fees) **must officially register** in the system.
- Path: Integrated Academic Information System → Student Intranet → Registration Management → Zero-Tuition Fee Registration Application → Process Payment
- **Failure to complete this process will result in the student being marked as unregistered.**

5. Tuition Fee Payment in Installments

- **Eligibility:** Students experiencing severe financial hardship or exceptional circumstances preventing lump-sum payment.
    - Documented evidence of household financial hardship (e.g., Low-Income Certificate) **OR**
    - **Approval of financial hardship status accompanied by a Recommendation Letter from the Head of Department (MJ).**

- **Recommendation letters will be issued following a brief face-to-face consultation at the Department Office, available from Tuesday 18 Aug to Friday 21 Aug, between 09:00 and 17:00. Please note that under no circumstances will recommendation letters be issued after this deadline.**

- **How to Apply:** Submit the completed *Installment Payment Application Form* (attached) along with supporting documents to the **Gangneung Administrative Support Division. – Not Department Office (Submission Period: 18 Aug to 21 Aug, 09:00-18:00)**
- **Ineligible Students:** Recipients of Grade-B scholarships or above (or equivalent merit scholarships).

Payment Schedule & Bank:

- **Bank:** NongHyup Bank (All Branches)
- **Amount:** 1/4 of total tuition fee per installment *(For scholarship holders, the remaining net balance is divided into four equal payments).*

Important Notes:

- Failure to pay any installment will result in **expulsion/dismissal due to non-registration**.
- Installment payments can only be made using the tuition invoice or virtual account ***(Credit card payment is NOT accepted).***

6. Tuition Fee Payment Confirmation

- Confirmation of payment can be viewed and printed on the portal from the day following your payment:
- *Path: Integrated Academic Information System → Student Intranet → Registration Management → View Registration Details → Payment Receipt*

7. Enquiries

- **Tuition Payment Enquiries:** Gangneung & Wonju Support Office (+82-33-640-2061)

Attachment 1: Installment Tuition Payment Application Form - The Installment Payment Application Form (Attachment 1) must be obtained in person from the Department Office