



## Newly Admitted Student Checklist

The New Student Checklist at UNIST helps as you start on the path to becoming the newest member of the UNIST community. To help you get off on the right foot, we have compiled a checklist, which contains important information about Advising, Registration, Housing, Pre-Orientation programs, and more.

### ) MUSTDOs

#### Fees and Tuition

Your Tuition Statement notification (with housing and dining plan charges, if applicable) will be sent to your UNIST Portal email account at the beginning of March. You are responsible for verifying your current balance as fees may change due to the adding and/or dropping of classes. For more information on making a payment, please contact UNIST Admissions team. \*The period of time for payment may change.

**Payment Deadline:** December  
(Rolling Admission/International Students),  
May (International Students)

**General Inquiry:** (052) 217-1120  
<http://adm-u.unist.ac.kr/>  
<http://adm-u.intl.unist.ac.kr/>

#### Pre-UNISTAR Program

- The UNIST Language Education Center offers pre-academic online courses that are specifically designed for all newly-admitted Pre-UNISTars to get a good start with their studies at UNIST. All new students are required to complete the following orientation courses online: Mathematics, English, Physics, Biology, and Chemistry. To take these courses, log in to the UNIST Portal system and click on the link, called e-Edu. For more information, please contact UNIST Language Education Center.

\* There is no online courses for English classes and students are required to take an English proficiency level test. Based on English proficiency exam results, for those who receive the level 1 must attend an ESL English Immersion camp.

**General Inquiry:** (052) 217-4074  
<http://lec.unist.ac.kr/>

#### English Proficiency Test

All newly-admitted UNIST students are required to take an on-campus English proficiency test. Based on English proficiency exam results, admitted students may be required to take additional English courses when they enroll or restricted when registering for courses. For more information, please contact UNIST Language Education Center.

**Submission Deadline:** Before admission  
**General Inquiry:** (052) 217-4074  
<http://lec.unist.ac.kr/>

#### UNIST Portal System

- The UNIST Portal system enables you to register on your program of study and keep your details up to date. Activate your Portal account to access to academic records, email, learning system, events, information, and more. For more information, please contact UNIST Information Strategy team.  
**Registration Period:** February (New Student Orientation)  
**General Inquiry:** (052) 217-1433  
<https://portal.unist.ac.kr>



## Registration for Courses

All full-time, first year undergraduate students are automatically enrolled in required courses and will be able to choose elective courses. They are eligible to carry a minimum load of 19 credit hours or a maximum load of 21 credit hours per semester. For more information, please contact UNIST Academic Affairs team.

**Registration Period:** February  
**General Inquiry:** (052) 217-1113  
<https://portal.unist.ac.kr>

## Dormitory Application

Start the process of applying and paying for your student accommodation. To begin your application process, log in with your Student ID or Application Number. For more information, please visit our Housing Service Application Portal.

**Application Deadline:** February  
**General Inquiry:** (052)217-4013  
<http://dorm.unist.ac.kr>

## Medical Examination

All admitted students are required to get a medical examination (Hepatitis Band Chest X-ray) and submit a Medical Report Form at I eks prior to the New Student Orientation event.

● If you don't submit your Medical Report Form, you may be restricted from entering specified housing areas or units.

**General Inquiry:**  
The Center for Healthcare and Counseling (052) 217-4012 / Student Dormitory (052)217-4013

## Alien Registration

For those international students, in Korea for more than 90 days should register their status at the Ulsan Immigration Office within 1 month after you apply. You are required to always carry your alien registration certificate in the same manner as the residence card. For more information, please contact UNIST International Center.

**Registration Period:** March & September  
(May vary depending on the admission period)  
**General Inquiry:** (052) 217-4127  
[http://www.hikorea.go.kr/pt/main\\_en.pt](http://www.hikorea.go.kr/pt/main_en.pt)

## > MUSTKNOWs

### New Student Orientation

You will meet students and faculty members, learn about support services and familiarize yourself with the campus through a guided tour. For more information, please contact UNIST Student Supporting team.

**Date:** February  
● For those international students, entering the University in September can attend the orientation in August.  
**General Inquiry:** (052)217-1133

### Center for International Affairs(CIA)

At Center for International Affairs(CIA), we promote intercultural exchange, foster a global environment, and broaden opportunities to students by offering various international programs. For more information, please contact UNIST International Center.

**Location:** Library, 1F  
**General Inquiry:** (052)217-4125  
<http://cia.unist.ac.kr>

### Academic Administration

All newly-admitted students will be given an Academic Life Guide Book. For more information, please contact UNIST Academic Affairs team or check our Academic Life Guide book  
**General Inquiry:** (052)217-1113

### Required Health Insurance

The UNIST International Student Health Plan provides international students with basic health insurance coverage, such as doctor and hospital visits. This will also cover accidents happening during lectures and school-related activities up to 90% of their medical expenses. For more information, please contact UNIST International Center.  
**General Inquiry:** (052) 217-4127  
<http://www.aig.co.kr>



## Student Bank Account

The UNIST branch of Kyongnam Bank is located on the 1st Floor in the Main Administration Building (MAB). A bank account is automatically opened in your name when applying for the smart card during orientation. With the smart card, you can withdraw cash from ATMs located on-campus as well as off-campus. In addition, it can be used as a credit card.

**General Inquiry:** The UNIST branch of Kyeonnam Bank  
**Tel.:** (052)262-1305  
<http://uic.unist.ac.kr>

## > Considerations

### Electronic Attendance Kiosk System

Electronic Attendance Kiosk System guarantees the convenience of managing students' attendance. Students will use a touch-screen kiosk to record late arrival and early departure. Please contact Academic Affairs team for any further clarification or questions about the new procedures.

10 minutes late to a class: Attended (O)

30 minutes late to a class: Late Arrival (/)

After 30 minutes late to a class: Absence (X)

**A missed class:** Not Attended U

**General Inquiry:** (052) 217-1 113

### Shared Kitchen Facilities

The campus of UNIST provides shared kitchens and dining areas for all international students, living in the dormitories. To use these areas, contact the resident head or UNIST Student Dormitory.

**Location:** 304, 305 - 1F, 306, 309 - 2F

**Operating Hours:** 06:00- 20:00

These facilities are available for international students, only.

**General Inquiry:** (052)217-6976-7

### UNIST Portal Account Login ID

Your UNIST Portal account login ID will be used when accessing the UNIST Portal system.

**General Inquiry:** (052)217-1433

<https://portal.unist.ac.kr>

### Other Facilities

The campus of UNIST offers numerous conveniences right within its gates. From any of the residences, you are only a short walk to a bank and ATMs, a convenient store, and a post office. For more information on making a payment, please contact UNSIT Serve One.

**General Inquiry:** (052)217-0119

<http://www.unist.ac.kr/campus-life/other-facilities/>

### The Center for Healthcare and Counseling

The Center for Healthcare and Counseling offers a variety of health care services to help you live well, feel good, and achieve your goals.

**Location:** Main Administration Bldg., Room 105

**Operating Hours:** 09:00 - 18:00

**General Inquiry:** (052)217-0114