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# 2024-Fall

# Dormitory Check-in Guide

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## For Residents Guaranteed With 2024-Fall Housing

\* Please read the guide thoroughly before you check in to avoid missing any important information.

\* Dates are subject to change depending on the dormitory situation.

\* Dormitory contact point

**E-Mail** [E-House/ Hanwoori] (Undergrad) [dmtry@ewha.ac.kr](mailto:dmtry@ewha.ac.kr) (Grad) [dmtrygr@ewha.ac.kr](mailto:dmtrygr@ewha.ac.kr)  
[I-House] [ihouse@ewha.ac.kr](mailto:ihouse@ewha.ac.kr)

**Phone** [E-House] ☎ 02-3277-5905  
[Hanwoori] ☎ 02-3277-5001  
[I-House] ☎ 02-3277-6001  
(Office Hours: Mon-Fri, 9AM-5PM)

**Website** <http://dmtry.ewha.ac.kr>

※ Please be informed that residents are classified into the following categories based on the accommodation options they selected during the dormitory application process. Please carefully review this notice to ensure you are reading the instructions that apply to your resident type.

- **1-YEAR-Resident:** A resident currently residing in the dormitory who has applied for the entire academic year (including 1st semester, summer vacation, 2nd semester, and winter vacation) during the 1st semester dormitory application
- **SEMESTER Resident:** A resident currently residing in the dormitory who has applied for only the 1st and 2nd semesters during the 1st semester dormitory application
- **New Resident:** A resident who has newly applied for the 2nd semester and have been assigned a room regardless of whether they lived in the dormitory during the 1st semester or summer vacation (even if the student has lived in the dormitory during the 1st semester or summer vacation, they are considered as a “New Resident” if they newly apply during the 2nd semester dormitory application period and get assigned a room)

## 1. 2024-Fall Check-in / Check-out date

| Building | Check-in place                  | 2024-Fall Check-in date                       | 2024-Fall Check-out date                          |
|----------|---------------------------------|---|---|
| E-House  | B2F of Bldg.202                 | <b>2024.8.22.(Thur)</b><br><b>10:00~17:00</b> | <b>2024.12.20.(Fri)</b><br><b><u>By 14:00</u></b> |
| Hanwoori | 1F of Bldg.101                  |   |   |
| I-House  | B2F of Bldg.A/B<br>1F of Bldg.D |   |   |

- ※ After the official check-in date, you can check-in during weekdays from 10:00 to 17:00 (Check-in location: Housing Office of each dormitory building)
- ※ You cannot check-in after weekdays 17:00 and during weekends and holidays
- ※ **1-YEAR-Residents do not have to check-out for 24-summer. However, they must newly complete the check-in procedure for 24-Fall**
- ※ Graduate school residents assigned through the priority placement or students whose residence is confirmed after being on the waitlist may check in later than the official date. Please check the designated date before checking in

## 2. Check-in Process

※ Please make sure to check your final room/bed number assigned to you on EUREKA. If you put your belongings in a wrong room, you are subjected to demerit points

- 1) **1-YEAR-Resident:** Complete check-in (including submission of documents) from 10:00 on August 22<sup>nd</sup>(Thur) to 17:00 August 30<sup>th</sup>(Fri)

(When check-in procedure is not completed until 17:00 August 30<sup>th</sup>, 3 demerit points will be given and access to the dormitory will be denied)

Visit the Housing Office of the dormitory you have been assigned ⇨  
 Submit all the required documents and have them checked ⇨ Check-in

## 2) SEMESTER Resident & 24-Fall New Resident

Visit the Housing Office of the dormitory you have been assigned ⇨  
 Submit all the required documents and have them checked ⇨  
 Receive your room password and entrance card ⇨ Check-in

## 3. Required Documents Upon Check-in

- ※ Erase the last 6 digits of your Registration Card number when submitting documents
- ※ In case any document is missing or insufficient, students will be denied to move in to the dormitory

| No. | Subject              | Chest X-ray<br>(Tuberculosis Test)<br>Certificate | Proof of Residence |
|-----|----------------------|---|--------------------|
| 1   | 1-YEAR-Resident      | O   | X                  |
| 2   | SEMESTER Resident    | O   | X                  |
| 3   | 24-Fall New Resident | O   | O                  |

- ※ **New Residents:** Residents who have newly applied for 24-Fall and have been assigned a room regardless of whether they lived for 24-Spring and summer. Please refer to the resident type on page 2 for details.

### 1) Tuberculosis Test (Chest X-Ray) Results (Korean or English) Issued from 2024. 7. 1(Mon)

- A. Submit an original copy of tuberculosis test (chest x-ray) certificate (Korean and English certificates only)
- B. The tuberculosis test (chest X-ray) result should be negative

### 2) Proof of Residence (submit one of the following) issued from 2024.7.1(Mon)

- A. Domestic residents: A certificate of resident registration issued under your name
- B. Overseas Koreans: A proof of your foreign residence issued under your name
- C. Students whose parents live abroad while the student is living in Korea: A proof of parents' foreign residence, a certificate of family relations
- D. International students: A copy of your passport or alien registration card

## 4. Important Information

- 1) E-House is a suite-style dormitory with single/double/triple/quad rooms in 2-10 person suites. The number of people assigned means the number of people allocated per room, not per unit
- 2) I-House is for international students such as exchange and language center students. Note that male residents may reside in the same building
- 3) There can be various difficulties and inconvenience since the dormitory is a communal space (e.g. noise, communication problems among room/unit mates and etc.)
- 4) If the dormitory is subjected to any maintenance work, there can be noises and entry of workers accompanied by staff members to the building
- 5) **If you cancel your residency or leave the dormitory during the semester, all of your subsequent dormitory assignments will be automatically canceled. Those who initially cancel their residency or leave the dormitory during the semester can apply from the next semester; re-applying for the same semester is prohibited**
- 6) If you need to enter a building other than your residence for unavoidable reasons, you can temporarily rent an entrance card from the dormitory housing office. For more details, please contact the respective housing office.
- 7) In order to protect wallpaper from damage, driving nails to the wall, hanging posters, or any type of wall-hanging items are prohibited. (The housing office may charge any costs associated with recovering the damage caused by such actions to the resident.)
- 8) E-House Bldg. 201~204 B1 walkway is for dormitory residents only. If an outsider is found on the walkway, they will be immediately stopped by the dormitory staff as well as the accompanied resident may be charged with demerit points  
 ※ Those who fail to comply with the above rules (No. 7, 8) will be given demerit points
- 9) Curfew hours: 00:00~05:00AM for undergraduates only (except for I-House residents)
- 10) You cannot visit the dorm room before the check-in date (early check-in is not allowed)  
 (Dorm room pictures: <http://my.ewha.ac.kr/dorm/> → Facilities → Rooms)

## 5. Dormitory types



| E-House (Suite-style) |  |
|-----------------------|--|
| Room information      | <ul style="list-style-type: none"> <li>▪ There are single/double/triple/quad rooms in 2-10 person suites</li> <li>▪ Room size and structure may differ to building/floor. Accordingly, furniture(closet/bed/storage/desk) type, size and location may differ as well</li> <li>▪ The location of window and view may differ to the location of room</li> <li>▪ Unites located on B1F are in fact on the ground floor<br/>(<a href="http://dmtry.ewha.ac.kr">http://dmtry.ewha.ac.kr</a> → Facilities → Rooms → check out E-House unit picture)</li> </ul> |
| Bathroom /Shower room | <ul style="list-style-type: none"> <li>▪ Unit mates share a bathroom and a shower room and they should clean up in turn<br/>(<a href="http://dmtry.ewha.ac.kr">http://dmtry.ewha.ac.kr</a> → Living Guide → Bulletin Board → E-House Resident Handbook)</li> </ul>   |
| Cafeteria             | <ul style="list-style-type: none"> <li>▪ E-House 201동 B2: La matinee</li> <li>▪ More information to be uploaded on dorm website</li> </ul>   |
| Facilities            | <ul style="list-style-type: none"> <li>▪ Shared kitchen, Kitchenette, Laundry room, Study room, Fitness room, Prayer room, Parcel room etc.</li> <li>▪ ATM, Convenience store, Cafe, stationary store, etc (available for every resident regardless of dorm types)</li> </ul>  |
| Door/Room Security    | <ul style="list-style-type: none"> <li>▪ Digital door lock installed on the unit gate</li> <li>▪ Each room in a unit does not have a locking device and it can be locked inside ONLY (pin-type)</li> <li>▪ To secure your personal belongings, please put your lock on the closet</li> </ul>   |
| Building Access       | <ul style="list-style-type: none"> <li>▪ During the first and second week after checking in, you will be able to enter the dormitory using a card key you have borrowed from the office. Afterwards, you are able to access the entrances and speed gates using your student ID card</li> <li>▪ Card keys lent by the office must be returned. When lost or damaged, a reissuance fee will be charged</li> </ul>   |
| Internet/WiFi         | <ul style="list-style-type: none"> <li>▪ EWHA WIFI is available in every dorm building (including units)</li> <li>▪ When participating in online classes or exams, you may experience data disconnection while using Wi-Fi since internet connection will be simultaneously used by multiple people over the same internet line</li> </ul>   |

|                       | Hanwoori (Corridor-style)   | I-House (Corridor-style)   |
|-----------------------|---|--|
| Room information      | <ul style="list-style-type: none"> <li>▪ Room Layout: Double, Quad</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Room Layout: Single, Double</li> </ul>  |
| Bathroom /Shower room | <ul style="list-style-type: none"> <li>▪ Shared bathroom and shower room are at the end of the corridor on each floor</li> </ul>                        | <ul style="list-style-type: none"> <li>▪ Each room has its own bathroom and shower room. (Some rooms in building A/B/C: shared bathroom and shower room.)</li> </ul> |
| Cafeteria             | <ul style="list-style-type: none"> <li>▪ B1F of Bldg.101: Hansol</li> <li>▪ More information uploaded on dorm website</li> </ul>                        | <ul style="list-style-type: none"> <li>▪ B1F of Bldg.C: I-House Student Cafeteria</li> <li>▪ More information uploaded on Ewha Univ. website</li> </ul>              |
| Facilities            | <ul style="list-style-type: none"> <li>▪ Shared Kitchen, Kitchenette, Laundry room, Study room, Fitness room, Prayer room, Parcel room, etc.</li> </ul> |  |

|                    |   |  |
|--------------------|---|--|
| Door/Room Security | <ul style="list-style-type: none"> <li>Digital door lock installed on the room gate</li> </ul>  |  |
| Building Access    | <ul style="list-style-type: none"> <li>During the first and second week after checking in, you will be able to enter the dormitory using a card key you have borrowed from the office. Afterwards, you are able to access the entrances and speed gates using your student ID card</li> <li>Card keys lent by the office must be returned. When lost or damaged, a reissuance fee will be charged</li> </ul>  | <ul style="list-style-type: none"> <li>Use an entrance card to access dormitory</li> </ul> |
| Internet/WiFi      | <ul style="list-style-type: none"> <li>EWHA WIFI is available in every dorm building (including units)</li> <li>When participating in online classes or exams, you may experience data disconnection while using Wi-Fi since internet connection will be simultaneously used by multiple people over the same internet line</li> <li>If your Wi-Fi continuously gets disconnected, you may borrow a wired LAN from the dormitory. However, please note that you must prepare a separate converter that connects the wired LAN with your computer</li> </ul> |  |

## 6. Items in dormitory/ Items to prepare

|                     | In dorm room   | Living room  |
|---------------------|--|--|
| Items in dormitory  | Bed (Mattress),<br>desk, chair, bookshelf, closet  | Table, chairs, refrigerator, shoe shelf, on-campus extension phone |
| Items to prepare    | <ul style="list-style-type: none"> <li>bed linen (sheets, duvets, pillows), towels, toiletries, hangers, cleaning items (mops, dustpans, brooms, vacuum cleaner etc.), shower slippers, dustbins, curlers, hair dryers, a bed stand lamp, ultrasonic humidifiers, printers, electric fan, laptops, multiple-tap, a wired LAN (for Hanwoori and I-House residents only)</li> <li>Personal medication (for cold, painkiller, etc.)</li> <li><b>[Must-have] Waterproof Bed Mattress Cover</b> <ul style="list-style-type: none"> <li>※ <u>Mattress size: E-House 900*1900*220</u><br/>               Hanwoori Bldg.101 880*2000*230 / Bldg.103 900*1900*220<br/>               I-House Bldg. A/B/C 900*1900*220 / I-House Bldg.D 1000*1900*220</li> <li>※ Those whose bed mattress is not covered with waterproof cover during the 'Mandatory Room Check' period will be given demerit points<br/>               (Reference: You may purchase it from online or at Office Depot located at E-House Bldg. 203 B2)</li> </ul> </li> </ul> |  |
| NOT allowed in dorm | <ul style="list-style-type: none"> <li><b>Air fryer, electric heater, electric blanket, electric cushion, electric rice cooker, electric stove, coffee pot, toaster, soy milk maker, slow cooker, iron, portable gas range, candle (candle, warmer included), match, lighter, heated humidifier, hot water mat, any items of 500W above (a vacuum cleaner is allowed)</b></li> </ul>   |  |

## 7. Required registration / Checklist

|   |  |
|---|--|
| Student ID card input period                | <ul style="list-style-type: none"> <li>▪ <a href="#">2024.8.22.(Thur)~2024.9.6.(Fri)</a></li> </ul>  |
| How to input student ID card                | <ul style="list-style-type: none"> <li>▪ EUREKA → Student Service → Dormitory → Student ID Card→ fill it out and save &amp; submit (offline submission is not necessary)</li> </ul>  |
| General information                         | <ul style="list-style-type: none"> <li>▪ General information is automatically transferred from the student information saved on EUREKA portal. (To revise: Eureka portal login → upper right side "change personal information")</li> <li>▪ <a href="#">How to forward Ewha emails to your most frequently used email address</a><br/>EUREKA → Email → (bottom left) Preference → (bottom left)Mail forward → Forward Email Address Manage [+ add]</li> </ul>  |
| How to get Housing Fee Refund               | <ul style="list-style-type: none"> <li>▪ <a href="#">Login on EUREKA → MyEureka → Academic Affairs → Student Information → My Bank Account → Save your Bank code / Account number / Account holder name</a></li> <li>※ Students are advised to save all information before check-in</li> <li>※ It should be a Korean account number of your own. Please make sure to save the full account number with no errors</li> <li>※ In case international students cannot save their name due to length limit, please email to the dormitory with a copy of your bank account</li> </ul>   |
| Housing Office Notice (Heyoung Campus App.) | <ul style="list-style-type: none"> <li>▪ <a href="http://dmtry.ewha.ac.kr">Official channel for notices: housing website http://dmtry.ewha.ac.kr</a></li> <li>▪ Housing Office will not be held responsible for any disadvantage caused by not checking the notice carefully. Please note that the student might get demerit points if they do not cooperate with the office</li> </ul> <hr style="border-top: 1px dashed black;"/> <ul style="list-style-type: none"> <li>▪ <a href="#">Please download the mobile application(Heyoung Campus) of Ewha Womans University</a></li> <li>▪ <a href="#">You may receive important dormitory notices through the application</a></li> <li>▪ How to receive notices via Heyoung campus: Heyoung campus App &gt; Click '≡' on the upper right corner &gt; Click 'Setting' &gt; Click 'Setting' on the right &gt; Set the alarm for 'Get notified' (The Housing Office may send notices to residents through Heyoung App. However, due to the possibility of network failure, notification through Heyoung App will be used only as a supplementary method so please make sure to frequently check the notices on the dormitory website)</li> </ul> |
| Student ID                                  | <ul style="list-style-type: none"> <li>▪ <a href="#">Student ID card works as an entrance key for dormitory buildings of E-House and Hanwoori. Please apply for a student ID prior to your check-in date</a></li> <li>▪ How/Where to apply for student ID card: Ewha website (ewha.ac.kr) Notice <a href="#">Link Click</a></li> <li>▪ Inquiry: Student Service Center (ECC B303, ☎ 02-3277-2064/3233)</li> </ul>  |

## 8. Parcel Room for Mail & Packages

- 1) The following address format should be used for your mail/parcel, including your room number and valid Korean cellphone number

|                    |  |
|--------------------|--|
| <b>[ Example ]</b> | 서울특별시 서대문구 이화여대길 52 이화여자대학교 (zip code) 03760<br>E-House (Bldg. Number) - (Unit/Room Number) (e.g. E-House 201, 101-2)<br>Resident's Full Name / Valid Korean Cellphone Number (e.g. 010-1234-5678) |
|--------------------|--|

- 2) The Housing Office advises 24-Fall residents to send their packages on or after August 19<sup>th</sup> in order to not get their packages mixed up with the already existing packages of 24-Summer residents  
※ Storage area: E-House Bldg. 202(B2F) SSG Hall / Hanwoori Bldg. 101 Weight Room(1F) / I-House Bldg. A/B(B2F)
- 3) The Housing Office does not keep your package and takes no responsibility for any missing ones
- 4) To the extent that the space permits, small packages will be placed in the mailbox located in the parcel room (storage fee included)  
※ Parcel Room Location: E-House Bldg. 203(B2F) / Hanwoori Bldg. 101(1F) / I-House Bldg. A/B(B2F)
- 5) Carts may be borrowed in the lobby of Hanwoori Bldg. 101 / B2F lobby of E-House Bldg. 202 / B2F Security office of I-House Bldg. A/B.
- 6) **Do not load personal items in the parcel room. They will be thrown away without any prior notice**
- 7) **Any mail and packages left in the parcel room for a long period of time will be thrown away and you will get demerit points. Special cautions are required for the delivery of food and any perishable items**

## 9. Restriction on Visitors and Entry of Vehicle & Parking

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- 1) **Visitors NOT ALLOWED to enter the dorm buildings**  
During the entire check-in period including official check-in day, only resident students are permitted to enter the residence hall. If an outsider (including your parents) is accompanied/visited into the dorm, you may be charged with demerit points or you will be evicted
- 2) **Vehicle control in dorm**
  - 가. **Vehicles are not allowed to park in front of the dormitory (can only stop temporary for unloading).** Please use the ECC underground parking lot near the back gate for long-term parking  
※ As the parking space is limited, it is requested to leave immediately after unloading your luggage
  - 나. During the check-in period, access to the dormitory may be blocked for a long time due to other check-in vehicles. Thus the Housing Office recommends students to send their luggage beforehand through parcel services, and bring only light luggage or carriers
  - 다. Parking pass to be given per person

## 10. Location

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- 1) How to get to the Ewha Womans University: [Link Click](#)
- 2) How to get to the Dormitory:  
\* E-House & Hanwoori: [Link Click](#) / \* I-House: [Link Click](#)