

Notice of Roommate (Room) Change Application

The dormitory office operates a roommate change system to help residents enjoy a more comfortable and harmonious shared living environment. Residents who wish to change their roommate are kindly requested to apply in accordance with the instructions below.

1. Roommate Change Application and Room Transfer Period

- 2026. 3. 23.(Mon) ~ 4. 30.(Thur)
- Room transfers **must be completed within one week** from the application date.
(e.g., If you apply for a room transfer on 2026. 3. 23.(Mon), the transfer must be completed by 2026. 3. 30.(Mon) at the latest.)

2. How to Change Roommates

- ① Fill out the 'Roommate Change Application Form' attached to this notice, and **submit it in person** with the other person to the dormitory office.
(Note that the application form contents vary by building, so fill out the form for your dormitory.)
- ② Proceed with the room transfer on the date specified in the 'Roommate Change Application Form.'

3. Conditions for Roommate Change

- You must find the roommate to switch with yourself (the dormitory office does not mediate).
- The reason for the change is not questioned, but a roommate (room) change is only possible if all four conditions below are met:

① Dormitory	Changes are only possible within the same dormitory building (exchanges with other dormitory buildings are not allowed). <ul style="list-style-type: none">• E-House: Changes are possible only within E-House• Hanwoori House: Changes are possible only within Building 101 or Building 103• I-House: Changes are possible only within I-House
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② Room Type	Even within the same building, the detailed type of room must be the same. (e.g., If you are currently living in E-House double room (standard), the student you wish to switch with must also be staying in E-House double room (standard). If the student you wish to switch with is staying in a double room (private), the room change is not possible.)
③ Residence Option	Changes are only possible between residents who have applied for the same residence option. (e.g., Residents living for the first semester + summer + second semester + winter cannot switch with residents living only for the first semester + second semester.)
④ Academic Status	Changes are only possible between students with the same academic status. (e.g., Undergraduate ↔ Undergraduate, Graduate ↔ Graduate)

- All roommates in the room to be changed must agree to the roommate change.
- ※ However, in the case of E-House, the consent of all unit mates is not required (refer to the [Roommate Consent Signature] section of the application form).

4. Precautions for Roommate Change

- Please inform your roommate of the room change process in advance.
- Both the roommate change application and transfer must be completed by 2026. 4. 30.(Thur).
- The transfer must be carried out according to the schedule specified in the roommate change application form (the room change in EUREKA will be processed based on the date specified in the form).
- Roommate changes are allowed only once per semester (once in the first semester and once in the second semester; changes are not permitted during vacation periods). Please make your decision carefully.
- For priority admission residents whose rooms are assigned by departments such as ROTC, KOICA scholarship students, and the Language Education Center, please inquire with the relevant department about the possibility of roommate changes before applying.
- Roommate Seeking Bulletin Board will be operated by each dormitory during the application period, so please make use of it when looking for a roommate.

Subject	Location
E-House	Notice Board: B2F, Between Bldg.302 Parcel Room and Bldg.301
Hanwoori House	Notice Board: 5F, Bldg. C (103)
I-House	Notice Board: B2F, A/B Lounge

[Reference] How to Check Room Information, Room Type, and Residence Option

① Check room information and room type

: EUREKA > Student Service > Dormitory > Result Announcement

Check the Building classification / Room type

No.	Year	Semester	Building classification	Room type	Room no.	Bed no.	Consent to (Pledge of Dc)	Bill	Payment	Rea
1	:						Completed	Completed	PRINT	Fully pai

② Check residence option

: EUREKA > Dormitory > Student Card > 'Other Information' > 'Residence Application Information'

Check whether the Summer session status [v] is the same

Residence Application Information: 1st Semester Summer Session 2nd Semester Winter Session