

29. Regulation on the Residential College

Department in charge: RC Support Team 1602

Established on Jul. 9, 2019 Regulation No.261

| ADDENDUM |

Article 1 (Purpose)

This regulation seeks to stipulate the necessary matters in relation to the organization and operation of the Residential College (hereinafter referred to as "RC") of Handong Global University (hereinafter referred to as "University").

Article 2 (Definition)

The RC refers to an organization that actively utilizes Students' Residential Hall as a venue for the whole-person education to conduct an integrated education of good character, intelligence, and spirituality and promotes efficient and practical education by enhancing communal activities and the holistic student guidance system in pursuit of the harmony of life and learning.

Article 3 (Location)

The RC shall be located on the university campus.

Article 4 (Management)

The RC shall be managed by the RC dean under the command of the president.

Article 5 (RC Dean)

The RC dean shall direct and supervise matters regarding the operation of the RC and Students' Residence Hall.

Article 6 (Organization and Roles)

1. The RC shall have multiple RCs that have unique RC names and RC-Students' Residence Hall Management Team.
2. The RC-Students' Residence Hall Management Team shall guide the students living in the residence hall and handle matters related to the management and operation of the residence hall.

3. Each RC may have a headmaster, a team advisor professor, a pastor, and a coordinator, and the role of them shall be determined by the Management Committee.
4. RC student government may be operated in each RC in consideration of the characteristics of RC, and it can play a pivotal role in leading the culture in line with RC's unique values and vision and carry out its function.

Article 7 (Composition of the RC)

In principle, students shall live together in the residence hall of each RC, students belonging to a team shall participate in with the team advisor professor on a team basis, and the number of participating teams shall be determined according to the capacity of each RC.

Article 8 (Task Support)

1. As for tasks of the RC, tasks regarding character education shall be supported by the Student Support Team, tasks related to spirituality education shall be supported by the Chaplain's Office, and those related to intelligence education by the Academic Affairs Team.
2. Support all relevant matters during the RC Headmaster meeting for RC-related business.

Article 9 (Organization of Management Committee)

1. In order to deliberate on important matters regarding RC management, the RC-Students' Residence Hall Management Committee (hereinafter referred to as "Management Committee") shall be established, and each RC may have a subcommittee in consideration of the characteristics of tasks.
2. The chairman of the committee shall serve as RC dean; committee members shall include the dean of Policy and Planning, dean of Student Affairs, dean of General Affairs, manager of RC-Students' Residence Hall Management Team, and the representative of RC student government, and 2 RC Headmasters appointed by the president shall serve as an automatic committee member.
3. The term of office of the automatic committee members shall be the same as their appointment period, and that of members holding appointed positions shall be the remaining term of the office of their predecessors.
4. A staff member of the RC-Students' Residence Hall Management Team shall serve as the coordinator of the Management Committee.

Article 10 (Function of Management Committee)

The committee shall deliberate on the following matters:

1. Matters regarding the establishment-amendment-rescission of the RC regulation
2. Matters regarding the management of the RC and residence hall

3. Matters regarding the determination of fees for the residence hall
4. Matters regarding the deliberation and determination on those who change RC
5. Matters regarding the community culture and training of the RC students
6. Other matters deemed necessary by the chairman

Article 11 (Meeting of Management Committee)

1. Meetings shall be convened by the chairman as deemed necessary or when requested by the majority of the members in the register and shall be presided over by the chairman. when the post of chairman is vacant, if the chairman is on an official trip, or in case of other problems involving the chairman, a deputy shall be designated to convene and preside over the meetings on behalf of the chairman.
2. The Management Committee meeting shall be declared when the majority of the committee members are present and resolutions voted by the majority of the attending committee members shall be adopted; in case of a tie in the voting, however, the chairman shall have the right to decide.

Article 12 (Opening Period)

The period of opening of the residence hall shall be the period of classes as specified by the school regulations of the university. If necessary, however, the residence hall may be extended, shortened, or temporarily closed.

Article 13 (Restriction on Use)

the facilities of the residence hall shall be used only by the students of the university.

Article 14 (Education)

The residence hall may provide character education on students living in the residence hall within the range deemed necessary to achieve the objectives of the operation of the residence hall.

Article 15 (Rules of Residence Hall)

For the orderly communal living of students, the rules of the residence hall shall be established after the deliberation of the Management Committee.

Article 16 (Allowed Period of Living in the Residence Hall)

The allowed period of living in the residence hall shall not be more than one semester. If it meets the educational purpose and does not disrupt the management, however, the period may be adjusted

after the deliberation of the Management Committee.

Article 17 (Eligibility to Live in the Residence Hall)

Only students attending the university may live in the residence hall, excepting students who postpone the acquisition of a bachelor's degree.

Article 18 (Documents to be submitted When Applying for Moving in)

1. Students moving into the residence hall shall submit the following documents within the specified period:
 - (1) Application for moving in and the relevant covenant: check and submit through the computer system.
 - (2) TB test: the result (doctor's note) of tuberculosis test performed within 3 months shall be submitted with the student name, date of birth, the result of "normal" or "negative", date of the test (diagnosis date), hospital name and its seal on it.
2. TB test(for pulmonary or tuberculosis) result (or doctor's note): Every student living in the residence hall shall submit in the 1st semester and those who moved in the 2nd semester shall submit it in the 2nd semester and then the 1st semester next year. Those who are evicted during the 1st semester shall be deemed as a new student living in the residence hall.
3. Those who do not submit the documents during the period specified in Clause 1 shall not move into the residence hall.

Article 19 (Selection of Students Who Shall Move in)

Students to move into the residence hall shall be selected in accordance with the rules for selection.

Article 20 (Reasons for Ineligibility for Moving in)

The following students shall be ineligible to move in or shall be expelled:

1. Students with infectious disease
2. Students given a suspension from school for a definite period or heavier punishment
3. Students who have been deemed ineligible for communal living on the result sheet of the TB test (chest X-ray examination) or doctor's note.
4. Students who have harmed themselves or attempted suicide on the university campus
5. Students who have been deemed incapable of communal living by the committee for other reasons

Article 21 (Expulsion)

- ① Students who cannot continue communal living in the residence hall for any particular reason may

be ordered by the RC dean to vacate the residence hall following the deliberation of the Management Committee.

- ② Students receiving an order to vacate shall leave within 7 days of receiving such order.
- ③ If a student punished with eviction order following the deliberation of the Management Committee wishes to move in again, it may be permitted following the deliberation of the Management Committee.
- ④ Students who do not pay their registration fees within the specified period after moving in shall vacate the residence hall.

Article 22 (Black Mark System)

Students violating the rules of the residence hall may be given black marks or restricted from moving in pursuant to the procedures for handling violations of rules.

Article 23 (Request for Academic Punishment)

In case of any violation of the regulations or rules is violating the university regulations, the RC dean may request for the imposition of punishment.

Article 24 (Expenses)

The expenses incurred for the operation and management of the RC shall be covered by payments of students, non-tuition income, other revenues, and contributions.

Article 25 (Types of Fees and Payment Times)

1. Students shall pay the management fees each semester before moving into the residence hall.
2. Other management fees may separately apply when necessary for the operation of the RC after obtaining approval of the president following the deliberation of the Management Committee.
3. Deposit money for living in the residence hall shall be paid upon moving in.

Article 26 (Payment)

1. The management fees to be paid by the students shall be determined separately.
2. Students who wish to move into the residence hall shall pay deposit money to live in the residence hall.
3. Management fee shall be refunded based on the following items to students who want a refund of the fee during the semester. However, the management fee shall be refunded in full after deducting the room charge during the stay to students who passed away, students who are evicted due to disease (when submitting a medical certificate that specifies he/she requires

treatment for 4 weeks or more), or students who are temporarily absent themselves from school due to enlistment in the army (when submitting a Notice of Enlistment).

(1) One week before the notified start date for moving in: 100% shall be refunded.

(2) Before the notified start date for moving in: 90% shall be refunded.

(3) Until 7 days after the notified start date for moving in: 70% shall be refunded

(4) Until 1/2 of the semester since 7 days from the notified start date for moving in: 70% shall be refunded after deducting the room charge during the stay.

(5) After 1/2 of class dates: No refund

4. During vacations, the management fee shall be refunded according to the following items. However, the management fee shall be refunded in full after deducting the room charge during the stay to students who passed away, students who are evicted due to disease (when submitting a medical certificate that specifies he/she requires treatment for 4 weeks or more), or students who are temporarily absent themselves from school due to enlistment in the army (when submitting a Notice of Enlistment).

(1) Before the start date for moving in: 90% shall be refunded.

(2) Until 1/2 of the stay since the start date for moving in: 80% shall be refunded after deducting the room charge during the stay

(3) After 1/2 of the stay: No refund

ADDENDUM

This regulation shall enter into force as of July 9, 2019. (Amended on Jul. 9, 2019, Regulation No. 261)