

Tuition Payment Guidelines

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Finance & Accounting Team



SOOKMYUNG WOMEN'S UNIVERSITY

Print Tuition Invoice

- Portal > Academics > Registration > **Print Tuition Invoice**

①

②

③

- **Print Tuition Invoice/Installment**
- View Tuition Payment Records
- Print Tuition Payment Receipt

숙명포털시스템 Sookmyung Portal System

Home SM-DDP 상담 **Academics** Facilities/Public Relations Teaching and Learning Etc

School Register | Class Courses | Course Registration | Grade | Graduation | Credit Exchanges | Community Service **Registration** Scholarships

Print Tuition Invoice

Student Information

Student Number:
Virtual Bank Account:

Registration Schedule

Print Tuition Invoice: 2015.08.09 17:00 ~ 2015.08.31 16:00
Tuition Payment Period : 2015.08.21 09:00 ~ 2015.08.31 16:00

Registration for SMS

Registration Period : 2015.08.10 17:00 ~ 2015.08.20 16:00
Provision of your mobile number to Shinhan Bank enables you to receive sch
 동의 - Please check Academics>School Registrar>Student Information>S

Tuition Details

Required Payments

Category	Details	Scholarship	Amount
Required Payment	Tuition Fee		3,457,000
	Scholarship	숙명면학장려장학금	258,500-
	Scholarship	우수1	1,728,500-
	Scholarship	국가장학유형 II	150,000-
	Scholarship	국가장학유형 I	1,320,000-

Required Amount: 0

Optional Payments

Check	Category	Details	Amount	Semester	Remarks
<input checked="" type="checkbox"/>	Optional Payment	Medical Service	3,000	전학기	혜택: 공지사항 참조, 문의 710-9145
<input checked="" type="checkbox"/>		Alumni Association	30,000	8학기	혜택: 공지사항 참조, 문의 710-9243
<input checked="" type="checkbox"/>		Student Association	10,000	전학기	

Optional Amount: 43,000
Total Amount 43,000

일시납 고지서 (Print Tuition Invoice)

분할납부 신청 및 취소 (Tuition Installment Plan)

※ Additional Fee Payment List
[Undergraduate] Student Association, Medical Service, Album(7th semester only), Alumni Association(8th semester only)
[Graduate] Student Association, Medical Service

※ 등록금(분할납부) 상세안내 바로가기

Tuition details

Required Amount: 0

Optional Amount: 43,000
Total Amount 43,000

※ If you do not wish to make a payment for optional fees, please uncheck the checkbox.

"0 won payment registration" can only be made during the registration period. 0 won payment registration

OK Cancel

④

- ※ Full scholarship recipients : Print Tuition Invoice - '0 won
- ※ Failure to make the initial installment payment during th and tuition payment will automatically revert to single l
- ※ An application for the following term's Tuition Installme the present term's scheduled installments on time.

※ Optional Fee Payment Details (not required)

[Undergraduate] Student Association, Medical Service,
Graduation Album(7th semester students only),
Alumni Association(8th semester students only)

[Graduate] Student Association, Medical Service

※ There is no refund once students paid optional fees during the payment period.

The screenshot shows a web form titled "Tuition details". It is divided into two main sections: "Required Payments" and "Optional Payments".

Required Payments

Category	Details	Scholarship	Amount
Required Payment	Tuition Fee		3,457,000
	Scholarship	숙명면화장려장학금	258,500-
	Scholarship	우수1	1,728,500-
	Scholarship	국가장학유형 II	150,000-
	Scholarship	국가장학유형 I	1,320,000-

Required Amount: 0

Optional Payments

Check	Category	Details	Amount	Semester	Remarks
<input checked="" type="checkbox"/>	Optional Payment	Medical Service	3,000	전학기	혜택: 공지사항 참조, 문의 710-9145
<input checked="" type="checkbox"/>		Alumni Association	30,000	8학기	혜택: 공지사항 참조, 문의 710-9243
<input checked="" type="checkbox"/>		Student Association	10,000	전학기	

Optional Amount: 43,000
Total Amount: 43,000

※ If you do not wish to make a payment for optional fees, please uncheck the checkbox.

"0 won payment registration" can only be made during the registration period. 0 won payment registration

OK Cancel

Apply for Tuition Installment Plan(1)

- Portal > Academics > Registration > Print Tuition Invoice > **Tuition Installment Plan**
(It is possible to preview required installment payments at 'Preview my Installment Plan'.)

숙명포털시스템
Sookmyung Portal System

Home SM-DDP 상담 Academics Facilities/Public Relations Teaching and Learning Etc

School Register | Class Courses | Course Registration | Grade | Graduation | Credit Exchanges | Co

Print Tuition Invoice

Student Information
Student Number:
Virtual Bank Account

Registration Schedule
Print Tuition Invoice: 2015.08.09 17:00 ~ 2015.08.10 17:00
Tuition Payment Period : 2015.08.21 09:00 ~ 2015.08.22 17:00

Registration for SMS
Registration Period : 2015.08.10 17:00 ~ 2015.08.11 17:00
Provision of your mobile number to Shinhan Bank is required for the application of the Tuition Installment Plan.
 동의 - Please check Academics>School Registration

Tuition Details

분할납부 신청 및 취소 (Tuition Installment Plan)

※ Additional Fee Payment List
[Undergraduate] Student Association, [Graduate] Student Association, M

※ 등록금(분할납부) 상세안내 바로가기

분할납부 금액 미리보기

[1차] 777,825 원 + 13,000 원 (기타납입금 선택납부)
[2차] 777,825 원
[3차] 777,825 원
[4차] 777,825 원

확인

Close

1. Installment Plan Payments [Preview my installment plan] | [Preview my installment plan](#)

[Initial] 25% of Net Tuition Amount Owed + optional payments
[2nd] 25% of Net Tuition Amount Owed
[3rd] 25% of Net Tuition Amount Owed
[Final] 25% of Net Tuition Amount Owed

※ Any financial aid exemptions such as scholarships are offset from the tuition fee.
(e.g.) Base tuition fee (300) minus scholarship (100) = Net Tuition Amount Owed (200)
Four 25% payment installments on a tuition amount owed of 200 would be 50

※ Students who receive tuition waivers like scholarships, will have the amount deducted from
※ Students who receive tuition waivers like scholarships, will have the amount deducted from

2. Installment Plan Forewarnings

1) Failure to make the initial installment payment during the payment period will result in cancellation of the installment plan and tuition payment will automatically revert to single lump-sum payment.
2) An application for the following term's Tuition Installment Plan will be deemed ineligible if a student fails to make the present term's scheduled installments on time.
3) Students who take a leave of absence from school may apply for fee reimbursement during the semester according to refund criteria.
※ Refunds are based on Base Tuition Fee, not Net Tuition Amount Owed.
4) Contact Bachelor Support (Academic Services) or Graduate Schools' Academic Affairs Team for course / registration information if you have failed to meet an installment due date.

3. Installment Plan Ineligibility

1) First semester first-year (& transfer) students and Readmission students (may not apply their first semester)
2) Korea Student Aid Foundation student loan recipients
3) Graduate School Research Students: Students working on graduation dissertations or thesis papers)
4) Enrolled students surpassing their program allotted number of study terms(semesters)
5) Disabled students whose school tuition is assessed per course credit
6) Students who receive a full tuition waiver like scholarships
7) Students who failed to make the previous semester's tuition installment payments on time

Installment Plan Application Installment Plan Waiver

Apply for Tuition Installment Plan(2)

- Portal > Academics > Registration > Print Tuition Invoice > Tuition Installment Plan > Installment Plan Application

1 일시납 고지서 (Print Tuition Invoice)

분할납부 신청 및 취소 (Tuition Installment Plan)

2 Installment Plan Application

<Pledge>

I am applying for the 2015 2nd Semester tuition installment plan option. I have read the forewarnings and understand that if I do not qualify for the tuition installment plan, I will not voice any objections.

3 Agree

4 OK

Message

Tuition Installment Plan option registration is complete. Please confirm the payment schedule on your installment invoice.

Tuition Details

분납 고지서(1차) (1 st Installment Payment)	분납 고지서(2차) (2 nd Installment Payment)	분납 고지서(3차) (3 rd Installment Payment)	분납 고지서(4차) (4 th Installment Payment)
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분할납부 신청 및 취소 (Tuition Installment Plan)

※ Additional Fee Payment List
[Undergraduate] Student Association, Medical Service, Album(7th semester only), Alumni Association(8th semester only)
[Graduate] Student Association, Medical Service

※ Full scholarship recipients : Print Tuition Invoice - '0 won payment' or wire transfer 'Optional payments'.
 ※ Failure to make the initial installment payment during the payment period will result in cancellation of the plan and tuition payment will automatically revert to single lump-sum payment.
 ※ An application for the following term's Tuition Installment Plan will be deemed ineligible if a student fails to make the present term's scheduled installments on time.

Cancel for Tuition Installment Plan

- Portal > Academics > Registration > Print Tuition Invoice > Tuition Installment Plan > Installment Plan Waiver

Home SM-DDP 상담 Academics Facilities/Public Relations Teaching and Learning Etc

School Register | Class Courses | Course Registration | Grade | Graduation | Credit Exchanges | Community Service | Registration | Scholarships

Print Tuition Invoice

Student Information

Student Number:
Virtual Bank Account :

Registration Schedule

Print Tuition Invoice: 2015.08.09 17:00 ~ 2015.08.10 17:00
Tuition Payment Period : 2015.08.21 09:00 ~ 2015.08.22 09:00

Registration for SMS

Registration Period : 2015.08.10 17:00 ~ 2015.08.11 17:00
Provision of your mobile number to Shinhan Bank

동의 - Please check Academics>School Registration

Tuition Details

일시납 고지서 (Print Tuition Invoice)

분할납부 신청 및 취소 (Tuition Installment Plan)

※ Additional Fee Payment List [Undergraduate] Student Association, [Graduate] Student Association, Medical Service, Album(7th semester only), Alumni Association(8th semester only)

분할납부 신청 및 취소

Installment Plan Waiver

<Pledge>

I am applying for the 2015 2nd Semester tuition installment plan option.
I have read the forewarnings and understand that if I do not qualify for the tuition installment plan, I will not voice any objections.

Agree

OK Cancel

Message

Tuition Installment Plan option has been cancelled. Please confirm the lump-sum payment on your invoice.

OK

Tuition Details

일시납 고지서 (Print Tuition Invoice)

분할납부 신청 및 취소 (Tuition Installment Plan)

※ Additional Fee Payment List [Undergraduate] Student Association, Medical Service, Album(7th semester only), Alumni Association(8th semester only) [Graduate] Student Association, Medical Service

※ Full scholarship recipients : Print Tuition Invoice - '0 won payment' or wire transfer
※ Failure to make the initial installment payment during the payment period will result in cancellation of the installment plan and tuition payment will automatically revert to single lump-sum payment.
※ An application for the following term's Tuition Installment Plan will be deemed ineligible if a student fails to make the scheduled installments on time.

Full Scholarship Recipients(0 won Payment)

- Full Scholarship Recipients : **Complete '0 won payment'** (only during the payment period)
Portal > Academics > Registration > Print Tuition Invoice – '0 won payment registration'
 Students can also pay optional payments via a virtual bank account during the payment period.

Print Tuition Invoice

Student Information
 Student Number:
 Virtual Bank Account

Registration Schedule
 Print Tuition Invoice: 2015.08.11 15:00 ~ 20
 Tuition Payment Period : 2015.08.21 09:00

Registration for SMS
 Registration Period : 2015.08.11 15:00 ~ 20
 Provision of your mobile number to Shinhan Bank
 동의 - Please check Academics>Scholarship

Tuition Details
 일시납 고지서 (Print Tuition Invoice)
분할납부 신청 및 취소 (Tuition Installment Plan)

Tuition details

Required Payments

Category	Details	Scholarship	Amount
Required Payment	Tuition Fee		3,457,000
	Scholarship	숙명면학장려장학금	857,000-
	Scholarship	국가장학유형 II	200,000-
	Scholarship	국가장학유형 I	2,400,000-

Required Amount: 0

Optional Payments

Check	Category	Details	Amount	Semester	Remarks
<input type="checkbox"/>	Optional Payment	Medical Service	3,000	전학기	혜택: 공지사항 참조, 문의 710-9145
<input type="checkbox"/>		Alumni Association	30,000	8학기	혜택: 공지사항 참조, 문의 710-9243
<input type="checkbox"/>		Student Association	10,000	전학기	

Optional Amount: 0
 Total Amount: 0

※ If you do not wish to make a payment for optional fees, please uncheck the checkbox.

“0 won payment registration” can only be made during the registration period.

0 won payment registration

OK Cancel

Message

ⓘ Your application for 0 won payment was successful.
 You can also choose “Optional Payment” and pay via a virtual banking account during the registration period.

Close

Shinhan Bank your contact number.)

※ Full scholarship recipients : Print Tuition Invoice – ‘0 won payment’ or wire transfer
 ※ Failure to make the initial installment payment during the payment period will result in tuition payment reverting to single lump-sum payment.
 ※ An application for the following term’s Tuition Installment Plan will be deemed inapplicable if not made during the present term’s scheduled installments on time.

- Portal > Academics > Registration > Print Tuition Invoice - 'Registration for SMS'

숙명포털시스템
Sookmyung Portal System

Home SM-DDP 상담 **Academics** Facilities/Public Relations Teaching and Learning Etc

School Register | Class Courses | Course Registration | Grade | Graduation | Credit Exchanges | Community Service **Registration** | Scholarships

Print Tuition Invoice

Print Tuition Invoice/Installment

- View Tuition Payment Records
- Print Tuition Payment Receipt

Student Information

Student Number:
Virtual Bank Account :

Registration Schedule

Registration for SMS

Registration Period : 2015.08.10 17:00 ~ 2015.08.20 16:00

Provision of your mobile number to Shinhan Bank enables you to receive school tuition payment receipt confirmation. Will you comply with this statement?(Unclick 'agree' if you will not supply Shinhan Bank your contact number.)

동의 - Please check Academics>School Registrar>Student Information>Student Contact-Mobile phone number. plies to school tuition.

Tuition Details

일시납 고지서
(Print Tuition Invoice)

분할납부 신청 및 취소
(Tuition Installment Plan)

※ Additional Fee Payment List
[Undergraduate] Student Association, Medical Service, Album(7th semester only), Alumni Association(8th semester only)
[Graduate] Student Association, Medical Service

※ Full scholarship recipients : Print Tuition Invoice -
※ Failure to make the initial installment payment dur
and tuition payment will automatically revert to sing
※ An application for the following term's Tuition Insta
the present term's scheduled installments on time.

☞ Unclick 'agree(동의)' if you will not supply Shinhan Bank your contact number

☞ Please check the phone number for this service:

Portal > Academics > School Registrar > Student Information > Student Contact-Mobile number

STUDENT INVOICE

2015 2nd Semester (Bank receipt)

University			
Major		Department of Political Science	
Semester	08 class	ID	
Name		KIM JI YOUNG	
Payment Period		2015.08.10 ~ 2015.08.31	
Bank Account		SHINHAN	
Total Amount(①)+②		43,000	

STUDENT INVOICE

2015 학년도 2nd Semester (Student receipt)

University			
Major		Department of Political Science	
Semester	08 class	ID	
Name		KIM JI YOUNG	
Payment Period		2015.08.10 ~ 2015.08.31	
Bank Account		SHINHAN	
Total Amount(①)+②		43,000	

Statement of Tuition Fees

Admission Fee			0
Tuition Fee			3,457,000
Scholarship	Internal Scholarship		-1,057,000
	National Scholarship	Type I	-2,400,000
		Type II	0
		Type III	0
	External Scholarship		0
Amount Owed①			0

Statement of Tuition Fees

Admission Fee			0
Tuition Fee			3,457,000
Scholarship	Internal Scholarship		-1,057,000
	National Scholarship	Type I	-2,400,000
		Type II	0
		Type III	0
	External Scholarship		0
Amount Owed①			0



Statement of the Additional Fees

Medical Service	Optional	3,000
Alumni Association	Optional	30,000
Student Association	Optional	10,000
		0
		0
Amount Owed②		43,000



Statement of the Additional Fees

Medical Service	Optional	3,000
Alumni Association	Optional	30,000
Student Association	Optional	10,000
		0
		0
Amount Owed②		43,000



<Tuition Payment Details> * National Scholarships and Student Loans Recipients (Refer to page 2)

- * Payment Period: 2015.08.10 9a.m. ~ 2015.08.31 4p.m.
- * How to Pay: ① Wire transfer payment to a Shinhan virtual bank account from any bank in Korea (Internet/Phone/Smartphone banking, and an ATM)
- ② Shinhan ATM wire transfers require a school code: Undergraduate(40201), Graduate(56502)ed
- * Virtual bank account: ① Each student receive his/her own personal deposit-only virtual bank account. Besides the account owner, other people may make deposits to the account.
- ② Only exact tuition payments and other fee payment amounts can be wire transferred to the virtual account.

* Full scholarship recipients: Portal>Academics>Registration>Print Tuition Invoice- 0 won payment

<Installment Plan Payment Details>

- * Registration Period: 2015.8.11 17:00~2015.08.20 16:00
- * How to apply: Portal>Academics>Registration>Print Tuition Invoice - Tuition Installment Plan
- * Number of Payments/Payment Amounts: 4 times (over a 4-month period) / 25% of Net Tuition Amount Owed
- * Ineligible Applicants: Student Loan Beneficiaries, First semester students (transfer/readmission), Students whose tuition amount is assessed per course credit, Graduate school research students
- * Failure to make the initial installment payment during the payment period will result in cancellation of the installment plan and tuition payment will automatically revert to single lump-sum payment.