

**Notice for paying Tuition fees
for 2018 2nd Semester
(Freshmen of Undergraduate course)**

KAIST



Office of Academic Affairs

**Notice for paying Tuition fees
for 2018 2nd Semester
(Freshmen of undergraduate course)**

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1. Overview

This information gives a guideline of making a payment for tuition fees for 2018 2nd semester. Please refer to the notice carefully so that you will not be disadvantaged.

2. Detailed Schedules

No	Contents	Period
1	Payment for tuition fees for Freshmen of undergraduate course	2018. Jul. 30 (Mon.) 09:00 ~ 2018. Aug. 3 (Fri.) 23:59
2	Beginning of 2018 Fall Semester	2018. Aug. 27 (Mon.)

※ Dates above can be changed.

3. How to check/print your bill to be paid & payment status you have made

1) Checking/Printing your bill to be paid (Available from 2018 July 24, 10:00)

A. General Users

Visit the following website (<http://cais.kaist.ac.kr/payment>)

⇒ Put in your student ID(2018****) and your date of birth (8digits)

B. KAIST Students

Visit the following website (<http://portal.kaist.ac.kr>)

① Log in with your portal ID and password

② Click 'Academic System'

③ Click 'Scholarship/Payment' ⇒ New window pop up

④ Click 'Registration'

⑤ Click 'Breakdown of Fee Payment Details'

⑥ After Checking/Printing details of tuition fees, you can make payment to your personal virtual account number

2) Checking payment status you have made

A. General Users

Visit the following website (<http://cais.kaist.ac.kr/payment>)

⇒ Put in your student ID(2018****) and your date of birth (8digits)

B. KAIST Students

Visit the following website (<http://portal.kaist.ac.kr>)

① Log in with your portal ID and password

② Click 'Academic System'

③ Click 'Scholarship/Payment' ⇒ New window pop up

④ Click 'Registration'

⑤ Click 'Breakdown of Fee Payment Details and print your certificate

4. Payment Procedure

- After checking/printing details of tuition fees through means listed above, you can make the payment to your personal virtual account number assigned to you by depositing, Internet banking, Telebanking, or CD/ATM etc. no matter what kinds of banking institutions you use. (E.g. Any Korean bank across the country, Nonghyup, Korea Post, etc.)

5. Measure on Non-payment

- Non-payment for tuition fees during the designated period results in **cancellation of enrollment** based on KAIST academic rules.
 - ※ KAIST regulations
 - 1) Article 34 and Article 87 in Academic rules
 - 2) Article 4 in Collection of Tuition Fees rules
 - 3) Article 3 in Guidelines on Matriculation and Registration of Courses

6. Refund of Tuition fees

- Students who want to request a refund due to admission cancellation should fill out the application form (**Attachment 2 Request form for Refunding**) and submit it with a copy of bankbook to the Team of Academic Registrar's.
[Email : registrar@kaist.ac.kr or Fax: 042-350-2360]
- It mostly takes 10 days to get a refund after the request.

7. Notes

- A. Student Health Association fee : 43,000 won (Including a enrollment fee 3,000won)
- B. Virtual account numbers are NOT possible to use for withdrawals.
- C. Virtual account numbers are available ONLY during the designated period but cannot be used afterwards.
- D. After entrance, according to period of leave of absence part or all of the tuition will be applied.

8. Contact Information

Contents	Relevant Office	Tel (042-350-****)	E-mail
Tuition (Daejeon Campus)	Academic Registrar	2366	registrar@kaist.ac.kr
Student Health Association	Student Health Association	2177	llesj@kaist.ac.kr

2018. 7. 18.

Dean of Academic Affairs

[Attachment 1]

Freshmen of Undergraduate Course Tuition etc.

[Unit : KRW(Won) / Semester]

Year Admitted	Tuition (A)	School Supporting Fee (B)	Total (A-B)	Remarks
Admission fee	353,000	0	353,000	
Tuition	3,433,000	3,433,000		
Student Health Association	43,000	0	43,000	Including enrollment fee 3,000 won
Total	3,829,000	3,433,000	396,000	

※ Students on scholarship are decided by the Committee of Student Merit & Punishment.

