



The Student Code of Conduct Kyungdong University, Korea

1. Student must be courteous and respectful of both staff and other students at all times while attending Kyungdong University (KDU).
2. Student must listen to and follow the directions of staff members.
3. Student must attend scheduled classes on time. Students are not allowed to leave a class without given permission to do so by a lecturer.
4. During classes, students must not disrupt the class or other students in any way.
5. During the tutorial class, the students must do the work assigned. Listening to music and the use of computer chat program are not allowed during the class. Playing games is also not allowed at any time.
6. No food or drink is allowed in the classrooms or computer laboratories.
7. No offensive language is allowed at any time at KDU.
8. No running, fighting, shouting or otherwise disruptive behaviors are allowed.
9. Student is not allowed to use the equipment or properties of other students and staff including computers and computer files. Any student found logging into the computer network of another student will face the expulsion from KDU.
10. It is not allowed to install any software on computers by any students unless directed to do so by a lecturer. No passwords are to be set on any computers at anytime.
11. When using the Internet, students are not allowed to retrieve or view any files, containing pornographic, violent or racist materials, or material, which may be offensive and harmful to other students or staff.
12. No student is allowed to transfer to other university during the period of language study stated on the offer letter and the fee paid will not be refunded under any circumstance. No refund after your visa granted.
13. After successful completion of language study, it is strongly recommended that the student proceed with degree study at KDU as stated on the letter of offer.
14. If a student wants to transfer to other university during the period of degree course study, the scholarships awarded must be refunded and submit an acceptance letter issued by another university for approval. KDU reserves the right not to approve the transfer.
15. The KDU scholarships require that the 80% attendance rate and GPA 3.5 out of GPA 4.5. If this condition is not met at the end of each semester,

- the scholarship for subsequent semester will be withdrawn.
16. During the first semester at KDU, the student is not allowed to work. After 6 months, the students can work 20 hours per week at maximum, but be aware that the part-time work is quite limited, competitive and low earning. Students cannot rely on the part-time income to support themselves financially.
 17. It is absolutely the responsibility of each student to have adequate financial planning to meet the requirements from Koran Government and KDU for the whole duration of study at KDU.
 18. Some students might be having some problems with Korean food, which should be overcome by them.
 19. Student must officially meet the language proficiency entry criteria before advancing to the degree courses.
 20. Offering of any KDU courses is subject to change at any time.
 21. Student Health Insurance does not cover 100% and therefore, the student is responsible for paying the remaining balance. In practice, the student pays the medical expense first and later, the insurance company reimburses it for you.
 22. Student must stay in the dormitory on campus at least for 1 year. Therefore, the dormitory fee for 1 year must be paid before the final admission is issued, which is not refundable under any circumstance.

I have read the KDU Student Code of Conduct. I hereby agree to abide by it. Disciplinary actions including cancellation of the enrolment will be taken for any breach of the conduct.

Name : _____

Signature : _____

Date : _____

Revised on 7 April 2016