Notice for paying Tuition fees for the 2024 Fall Semester

(Enrolled Students/Admitted Undergraduate Students)

KAIST

Office of Academic Affairs

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for the 2024 Fall Semester (Enrolled Students/Admitted Undergraduate Students)

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1. Overview

This information gives a guideline of making a payment for tuition fees for the 2024 Fall semester. Please refer to the notice carefully so that you will not be disadvantaged.

2. Tuition Fees Payer

- KAIST enrolled students (including those who will study at other universities without taking an official leave of absence) as of the 2024 Fall semester
- Students who will return to school for the 2024 Fall semester following a temporary academic leave of absence
- KAIST admitted undergraduate students

3. Detailed Schedules

No	Period	Period
1	Paying tuition fees	2024. Aug. 19.(Mon.) 09:00 ~ 2024. Aug. 23.(Fri.) 17:59
2	Beginning of 2024 Fall semester	2024. Sep. 2.(Mon.)

※ Dates above can be changed.

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

1) Checking/Printing your bill to be paid Available from 2024. Aug. 12(Mon.), 10:00
   A. General Users
      Visit the following website(https://tuitionreal.kaist.ac.kr/payment.jsp)
      ⇒ Put in your student ID(2022****) and your date of birth (8 digits)
   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 'Tuition/Scholarship' ⇒Click Tuition⇒⇒ New window pop up
      ④ Click 'Breakdown of Fee Payment Details'
      ⑤ 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. On KAIST Portal (Available from the next afternoon after being paid)
      a. General Users
         Visit the following website(https://tuitionreal.kaist.ac.kr/payment.jsp)
         ⇒ Put in your student ID(2022****) and your date of birth (8 digits)
      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 'Tuition/Scholarship' ⇒Click Tuition⇒ New window pop up
④ Click 'Breakdown of Fee Payment Details' you can make payment to your personal virtual account number

5. Payment Procedure

1) Students on Government Scholarship and International Students
   ○ 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.)

2) KAIST Scholarship students
   ○ After checking/printing details of tuition fees through means listed above, you can make the payment to two different virtual account numbers 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.)
   ※ In case an academic advisor wants to directly pay the stipendⅡ(previously called the advisor's fee: 3,598,000 won) among the tuition on behalf of his/her students: The advisor for each department/major must either deposit it into the virtual account assigned to each student or transfer the payment to the designated account. (In this case, the student must pay only the amount(750,000 won) except the stipendⅡ among tuition. Be careful not to pay double.)

3) Students on General Scholarship
   ○ Those graduate students have two different virtual account numbers. (one assigned to a student and the other to his/her sponsoring company/organization) Each party should check the amount of tuition fees assigned and make the proper payment to the virtual accounts assigned to each.
   ○ If a sponsoring company/organization pays tuition fees of a student, a person in charge in the company can check "Notice/Bill of Tuition & Fees" and pay it accordingly. Please visit the following web site below.
      ⇒ Visit the following website (https://tuitionreal.kaist.ac.kr/payment.jsp)
      ⇒ Put in the student ID and date of birth of the student

6. Paying Graduate Student Association fee (optional)

Billed along with tuition fees. (For those who are exempted from paying tuition fees, Student Association fee will solely be billed.)
※ Included departments and programs belonging to the College of Business in Seoul(Hongneung) Campus since the Fall semester of 2023

7. Refund of Tuition fees

ㅇ Those who want to request a refund due to a temporary academic leave of absence or voluntary permanent academic leave, etc. please fill out online application at "Academic School Register Change" under KAIST Academic System with uploading a copy of bankbook.

ㅇ Refunds will be completed within 10 days after your academic status has been completely changed.

※ Table for refunding tuition fees due to a temporary academic leave of absence or voluntary permanent academic leave, etc. (Beginning of 2024 Fall semester: 2024.9.2)

Class	Reference Date	Amount to be refunded
Full Refund	Until deadline to add/drop courses (~2024.9.9)	Full refund
Partial Refund	After deadline to add/drop courses up to 30th day as from the beginning of 2024 Fall semester(2024.9.10.~10.1)	5/6 of amount paid (Health Association fee, and Student Association fee are not refundable)
	Up to 60th day from 31st day as from the beginning of 2024 Fall semester (2024.10.2.~10.31)	2/3 of amount paid (Health Association fee, and Student Association fee are not refundable)
	Up to 90th day from 61st day as from the beginning of 2024 Fall semester (2024.11.1.~11.30)	1/2 of amount paid (Health Association fee, and Student Association fee are not refundable)
No Refund	From 91st day as from the beginning of 2024 Fall semester(2024.12.1~)	No refund

※ In case those who request to carry the amount paid over to the returning semester after temporary academic leave of absence due to military service, labor and delivery, or infant-care, the full amount paid is carried over to the relevant semester.

8. Measure on Non-payment

ㅇ Non-payment for tuition fees during the designated period results in expulsion 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

ㅇ Those who can not pay during the designated period should submit the application form (Attachment 2) to the Team of Academic Registrar's by the deadline (Aug.16, 17:59, 2024) and are allowed to delay payment until Sep.20, 17:59, 2024

9. Notes

    A. Virtual account numbers are NOT possible to use for withdrawals.

    B. Virtual account numbers are available ONLY during the designated period but cannot be used afterwards.

    ※ Payment cannot be made if one of the following cases happens.

       ○ When you do not pay the amount of tuition notified.

       ○ When virtual account number you try to pay are wrong.

    C. As for graduate students, Student Health Association fee and Student Association fee are optional payment.

10. Contact Information

Contents	Relevant Office	Tel (042-350-****)	E-mail
Tuition	Academic Registrar	2366/2368	registrar@kaist.ac.kr
(Seoul campus)Scholarship for School Supporting Fee & Student Loan(Management Engineering)	Administration Team for School of Management Engineering	02-958-3603	kwsh93@kaist.ac.kr
Scholarship for School Supporting Fee & Student Loan(Daejeon campus)	Scholarship & Welfare - Administrative	4711	mrjeong@kaist.ac.kr
Student Health Association	Student Health Association	4717	thkim0216@kaist.ac.kr
Graduate Student Association Fee	Graduate Student Association	2071	gsa@gsa.kaist.ac.kr

July 31, 2024

Associate Vice President of Academic Affairs

□ Undergraduate Tuition fee for students in their 9th semester or later (extra semester)

Enrolled credits	Tuition (KRW)
0~3	381,000
4~6	572,000
7~9	1,144,000
10 or more	1,717,000

- Students who have applied for a minor program or a special major within their first 8 semesters are exempt from paying tuition fees for 1 extra semester (9th semester).

 - Students who have applied for a double-major program within their first 8 semesters are exempt from the tuition fee for 2 extra semesters (9th and 10th semester).

- Students who studied at another domestic/overseas university/graduate school or participated in the Co-op internship program via a ' dispatch without a leave of absence' for more than 60 days (excluding those that occurred during vacation) are exempt from paying tuition fees for 1 extra semester (9th semester).

※ Only 1 of the 3 above exemptions can be applied for each student. The maximum number of extra semester for which a student can be exempt from tuition fee is 2 semesters.

※ **Payment period : 2024. 8. 19(Mon.) 09:00 ~ 2024. 8.23(Fri.) 17:59**

Students who add/drop credits will be notified of any additional payments/refunds they will need to pay/receive after the course withdrawal period.

□ Graduate Tuition etc.

Year Admitted				Tuition (A)	School supportiong Fee (B)	Total (A-B)	Remarks
MANDATORY	**Tuition**	Admission fee		-	-	**-**	
		Students on Government Scholarship		9,559	8,809	**750**	
		KAIST Scholarship student		9,559	5,211	**750**	Tuition
						3,598	Tuition(**StipendⅡ**) (Former) Amount to be paid by advisor
		Students on General scholarship		9,559	5,511	**4,048**	
		Professional master's program students		9,559	-	**9,559**	Except Master of Entrepreneurship & Innovation
		Students on Extended Semesters		750	-	**750**	
		Seoul campus	Management Engeneering	KAIST Scholarship student Students on General Scholarship	7,004	-	**7,004**	
				Students on Extended Semesters	1,051	-	**1,051**	
			Specialized programs (MBA/MS)	Additional Standard			
OPTIONAL	Student Health Association					48	New members
						45	Enrolled Members
	Graduate Student Association Fee					34	

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

※ Student Health Association fee and Student Association fee are optional payment.

※ KAIST scholarship students receive 3,700,000 won or more, including tax, from their advisors within the semester regarding 3,598,000 won, which is the amount that falls under **StipendⅡ**, among the tuition paid by the student. (StipendⅡ may be paid in installments)

□ Table payment for undergraduate students(Extended semesters)

(unit : won, / semesters)

Registered credits	Tuition fee
0~3 credits	381,000
4~6 credits	572,000
7~9 credits	1,144,000
10 credits more	1,717,000

※ Different tuition fees are charged according to the number of credits registered in the semester.

□ Specialized programs(MBA/MS) Education fee

[Unit : KRW(1,000Won), / Semester]

Major	Education fee
KAIST MBA	13,200
Impact MBA	13,200
TMBA	12,600
EMBA	20,000
	21,000 (Students who entered 2024 and onwards)
FMBA	15,910
IMMBA	20,090
SEMBA	12,600
	13,200 (Students who entered 2022 and onwards)
PMBA	8,100
	8,200 (Students who entered 2024 and onwards)
IMMS	10,250
	10,500 (Students who entered 2024 and onwards)
MFE	15,910
Green Business and Policy Program	12,360
DFMBA	12,000

KAIST

Application form for
Postponement of Tuition fees payment

◎ PERSONAL INFORMATION

DEGREE PROGRAM (BS/MS/PhD/MS+PhD)	
DEPARTMENT	
STUDENT ID	
NAME	

◎ REASON FOR POSTPONEMENT

◎ **Expected date for Payment**	* Maximum date allowed for delaying payment: until **9/20 17:59.**

DATE :　　　　　.　　　.　　　.

APPLICANT :　　　　　　　　(SIGNATURE)

ACADEMIC ADVISOR :　　　　　　(SIGNATURE)

DEPARTMENT HEAD :　　　　　　(SIGNATURE)