
Spring 2025

Dormitory Check-in Guide

For Residents Confirmed with Spring 2025 Housing

* Please read the guide thoroughly not to miss any information and get disadvantages before checking-in.

* Dates are subject to change depending on the dormitory situation.

* Dormitory contact point

E-Mail [E-House/ Hanwoori] (Undergrad) dmtry@ewha.ac.kr (Grad) dmtrygr@ewha.ac.kr
[I-House] ihouse@ewha.ac.kr

Phone [E-House] ☎ 02-3277-5905
[Hanwoori] ☎ 02-3277-5001
[I-House] ☎ 02-3277-6001
(Office Hours: Mon-Fri, 9AM-5PM)

Website <http://dmtry.ewha.ac.kr>

During the dormitory check-in period, the following academic events are scheduled. Please note that heavy traffic is expected during the 2024 Winter Graduation Ceremony and the 2025 Entrance Ceremony, which may result in restricted vehicle access in the main and back gates of the campus. Also, as around only 20 vehicles can park within the dormitory premises, we kindly ask residents to avoid these dates for a smoother check-in process.

- **2024 Winter Graduation Ceremony:** 2025.2.24(Mon) 14:00
- **2025 Entrance Ceremony:** 2025.2.28(Fri) 10:00
- **2025 Spring Semester Start:** 2025.3.4(Tue)

※ Please refer to the announcements on the university website for updates regarding vehicle access to the campus gates.

I. 25-Spring check-in / check-out date

Building	Check-in place	Official Check-in date	25-Spring Check-in Booth Operating Period		Official Check-out date
E-House	B2F of Bldg. 203	25.2.21(Fri)	25.2.21(Fri) ~25.2.28(Fri)	Weekdays 10:00~17:00 (closed on weekends and holidays)	25.6.24(Tue)
Hanwoori	1F of Bldg. 101	25.2.24(Mon)	25.2.24(Mon) ~25.2.28(Fri)		
I-House	B2F of Bldg. A/B 1F of Bldg. D	25.2.21(Fri)	25.2.21(Fri) ~25.2.28(Fri)		

※ Early check-in is NOT permitted

※ After the check-in booth operation period, you can only check in from 10:00 to 17:00 during weekdays (check-in / move-in unavailable during weekdays nights(after 17:00), weekends, and holidays)

※ The check-in date may be different for those who have applied for additional assignment or have been selected from the waiting list so please make sure to check in on the right date

II. Check-in Process

Visit the check-in venue of the dormitory you have been assigned

→ Submit all the required documents and have them checked

→ Receive your unit / room password and entrance card → Check-in

※ The Housing Office recommends students to send their luggage beforehand through parcel services, and then bring small luggage during the check-in procedure (refer to pg. 7 for details)

※ Please make sure to confirm your final room/bed number on EUREKA. If you put your belongings in the wrong room and bed, you will get demerit points

III. Required Documents upon Check-in

- ※ Note that all documents should be in hard copy (*showing a picture of the document or sending an electronic copy is not possible*)
- ※ Erase the last 6 digits of your Registration Card number when submitting documents
- ※ In case any document is missing or insufficient, students will not be allowed to move in to the dormitory

1. Tuberculosis test (chest X-ray) certificate (hard copy only) issued from 2024.12.1(Sun)

- A. The document should show the results of the test, state that you are clear of tuberculosis and should be written by a doctor
- B. The document should include the student's name, test result and date of examination. Both original and hard copies (including printed photo copies) can be submitted.
- C. The document should be written in either Korean or English

2. Proof of Residence issued from 2025.1.1(Wed) (original hard copy only) (submit one of the following):

- A. Domestic residents: A certificate of resident registration under your name
- B. Overseas Koreans: A proof of your foreign residence under your name
- C. Students whose parents live abroad while the student is living in Korea: A proof of parents' foreign residence, a certificate of family relations
- D. International students: A copy of your Passport or Registration Card

IV. Important Information

- 1. E-House is a suite-style dormitory with single/double/triple/quad rooms in 2-10 person suites. The number of people assigned means the number of people allocated per room, not per unit
 - 2. I-House is for international students such as exchange and language center students so male residents may reside in the same building
 - 3. There can be various difficulties and inconveniences since the dormitory is a communal space (e.g. noise, communication problems among room/unit mates, etc.)
 - 4. There may be non-Ewha residents in the dormitory to participate in university-related programs during vacation. The primary participants are typically female, but male participants may be included in some cases. The dormitory will provide advance notice if such programs are scheduled to take place
 - 5. If the dormitory is subjected to any maintenance work, there can be noises and entry of workers to the building
 - 6. If you cancel your residency or leave the dormitory during the semester (non-payment of dormitory fees is also considered as cancellation), all of your subsequent dormitory applications will be automatically canceled. If you plan to apply for residency again, you can apply from the next semester which is 25-Summer (those who cancel their residency or leave the dormitory midway cannot re-apply in the same semester)
 - 7. In order to protect the walls from damage, driving nails to the wall, hanging posters, or any type of wall-hanging items are prohibited. (The housing office may charge any costs associated with recovering the damage caused by such actions to the resident.)
 - 8. E-House Bldg. 201~204 B1 walkway is for dormitory residents only. If an outsider is found on the walkway, they will be immediately stopped by the dormitory staff as well as the accompanied resident may be charged with demerit points
- ※ Those who fail to comply with the above rules (No. 7, 8) will be given demerit points

9. Curfew hours: 00:00~05:00AM for undergraduate residents of E-House and Hanwoori Hall (I-House exempted)
10. You cannot visit the dorm room before the check-in date (early check-in is not allowed)
(Dorm room pictures: <http://my.ewha.ac.kr/dorm/> → Facilities → Rooms)
11. You may experience data disconnection while using Wi-Fi since internet connection will be simultaneously used by multiple people over the same internet line. If your Wi-Fi continuously gets disconnected, Hanwoori and I-House residents may borrow a wired LAN from the dormitory. However, please note that you must prepare a separate converter that connects the wired LAN with your laptop (there may be restrictions when participating in online classes or exams due to Wi-Fi instability)

V. Dormitory types



	E-House (Suite-style)
Room information	<ul style="list-style-type: none"> There are single/double/triple/quad rooms in 2-10 person suites Room size and structure may differ to building/floor. Accordingly, furniture(closet/bed/storage/desk) type, size and location may differ as well The location of window and view may differ depending on the location of the room Unites located on B1F are in fact on the ground floor (http://dmtry.ewha.ac.kr → Facilities → Rooms → check out E-House unit picture)
Bathroom /Shower room	<ul style="list-style-type: none"> Unit mates share a bathroom and a shower room and they should clean up in turn (http://dmtry.ewha.ac.kr → Living Guide → Bulletin Board → E-House Resident Handbook)
Cafeteria	<ul style="list-style-type: none"> E-House 201동 B2: La matinee For more information, please check the dormitory website
Facilities	<ul style="list-style-type: none"> Shared kitchen, Kitchenette, Laundry room, Study room, Fitness room, Prayer room, Parcel room etc. ATM, Convenience store, Cafe, Stationary store, etc (available for all resident regardless of dorm types)
Door/Room Security	<ul style="list-style-type: none"> Digital door lock installed on the unit gate Each room in a unit does not have a locking device and it can be locked ONLY from the inside (pin-type) To secure your personal belongings, please use your personal lock on the closet

Building Access	<ul style="list-style-type: none"> ▪ During the first and second week after checking in, you will be able to enter the dormitory using a card key you have borrowed from the office. Afterwards, you are able to access the entrances and speed gates using your student ID card ▪ Card keys lent by the office must be returned. When lost or damaged, a reissuance fee will be charged
Internet/WiFi	<ul style="list-style-type: none"> ▪ EWHHA WIFI is available in every dorm building (including units) ▪ When participating in online classes or exams, you may experience data disconnection while using Wi-Fi since internet connection will be simultaneously used by multiple people over the same internet line

	Hanwoori (Corridor-style)	I-House (Corridor-style)
Room information	<ul style="list-style-type: none"> ▪ Room Layout: Double, Quad 	<ul style="list-style-type: none"> ▪ Room Layout: Single, Double
Bathroom /Shower room	<ul style="list-style-type: none"> ▪ Shared bathroom and shower room are at the end of the corridor on each floor 	<ul style="list-style-type: none"> ▪ Each room has its own bathroom and shower room. (Some rooms in building A/B/C: shared bathroom and shower room)
Cafeteria	<ul style="list-style-type: none"> ▪ B1F of Bldg.101: Hansol ▪ More information uploaded on dorm website 	<ul style="list-style-type: none"> ▪ B1F of Bldg.C: Student Cafeteria ▪ More information uploaded on Ewha Univ. website
Facilities	<ul style="list-style-type: none"> ▪ Shared Kitchen, Kitchenette, Laundry room, Study room, Fitness room, Prayer room, Parcel room, etc. 	
Door/Room Security	<ul style="list-style-type: none"> ▪ Digital door lock installed on the room door 	
Building Access	<ul style="list-style-type: none"> ▪ During the first and second week after checking in, you will be able to enter the dormitory using a card key you have borrowed from the office. Afterwards, you are able to access the entrances and speed gates using your student ID card ▪ Card keys lent by the office must be returned. When lost or damaged, a reissuance fee will be charged 	<ul style="list-style-type: none"> ▪ Use an entrance card to access dormitory
Internet/WiFi	<ul style="list-style-type: none"> ▪ EWHHA WIFI is available in every dorm building (including units) ▪ When participating in online classes or exams, you may experience data disconnection while using Wi-Fi since internet connection will be simultaneously used by multiple people over the same internet line 	

VI. Items in dormitory/ Items to prepare

	In dorm room	Living room
Items in dormitory	Bed (Mattress), desk, chair, bookshelf, closet	Table, chairs, refrigerator, shoe shelf, on-campus extension phone
Items to prepare	<ul style="list-style-type: none"> ▪ Bed linen (sheets, duvets, pillows), towels, toiletries, hangers, cleaning items (mops, dustpans, brooms, etc.), shower slippers, dustbins, curlers, hair dryers, a bed stand lamp, ultrasonic humidifiers, printers, laptops, multiple-tap, a wired LAN (for Hanwoori and I-House residents only) ▪ <u>Personal medication (for cold, painkiller, etc.)</u> ▪ <u>[Must-have] Waterproof Bed Mattress Cover</u> <ul style="list-style-type: none"> ※ <u>Mattress size: E-House 900*1900*220</u> Hanwoori Bldg.101 880*2000*230 / Bldg.103 900*1900*220 I-House Bldg. A/B/C 900*1900*220 / I-House Bldg.D 1000*1900*220 ※ Those whose bed mattress is not covered with waterproof cover during the 'Mandatory Room Check' period will be given demerit points <p>(Reference: You may purchase it from online or at Office Depot located at E-House Bldg. 203 B2)</p>	
NOT allowed in dorm	<ul style="list-style-type: none"> ▪ Air fryer, electric heater, electric blanket, electric cushion, electric rice cooker, electric stove, coffee pot, toaster, soy milk maker, slow cooker, iron, portable gas range, candle (candle, warmer included), match, lighter, heated humidifier, any items of 500W above (a vacuum cleaner is allowed) 	

VII. Required registration / Checklist

Student ID card input period	<ul style="list-style-type: none"> ▪ <u>2025.2.21(Fri) ~ 2025.3.7(Fri)</u>
How to input student ID card	<ul style="list-style-type: none"> ▪ EUREKA → Student Service → Dormitory → Student ID Card→ fill it out and save & submit (offline submission is not necessary)
General information	<ul style="list-style-type: none"> ▪ General information is automatically transferred from the student information saved on EUREKA portal. (To revise: Eureka portal login → upper right side "change personal information") ▪ Please make sure to write the cellphone number in the form of "010-1234-5678" (Must add "-") [Cellphone numbers that are inserted as "+82101234567 / 82101234567 / 101234567 / 01012345678" cannot receive text message from the dormitory]

How to get Housing Fee Refund	<ul style="list-style-type: none"> ▪ Login on EUREKA → Student Service → Dormitory → Student Card → Input your Korean bank account details on “Refund account info” ※ The bank account information should be a. a Korean bank account b. under your name. Please make sure to save the full account number with no errors ※ In case international students cannot save their name due to length limit, please email to the dormitory with a copy of your bank account
Housing Office Notice	<ul style="list-style-type: none"> ▪ Official channel for notices: housing website http://dmtry.ewha.ac.kr ▪ Housing Office will not be held responsible for any disadvantage caused by not checking the notice carefully. Please note that the student might get demerit points if they do not cooperate with the office
Mobile Application: Ewha Home	<ul style="list-style-type: none"> ▪ Mandatory to download the official mobile application of Ewha Womans University(Heyoung) ▪ You can receive a message on important notices about the dormitory through this application
Student ID	<ul style="list-style-type: none"> ▪ Student ID card works as an entrance key for dormitory buildings of E-House and Hanwoori. Please apply for a student ID prior to your check-in date ▪ Inquiry: Student Service Center (ECC B303, ☎ 02-3277-2064/3233)

VIII. Parcel Room for Mail & Packages

1. The following address format should be used for your mail/parcel, including your room number and valid Korean cellphone number

[Example] 서울특별시 서대문구 이화여대길 52 이화여자대학교 (zip code) 03760
 E-House (Bldg. Number) - (Unit/Room Number) (e.g. E-House 201, 101-2)
 Resident's Full Name / Valid Korean Cellphone Number (e.g. 010-1234-5678)

2. The Housing Office advises 25-Spring residents to send their packages on or after February 20th in order to not get their packages mixed up with the already existing packages of 24-Winter residents
 - ※ Due to the high volume of packages at the beginning of the check-in period, note that the space below will also be opened as a storage area
 - E-House Bldg. 202(B2F) SSG Hall / Hanwoori Bldg. 101 Weight Room(1F) / I-House Bldg. A/B(B2F)
3. The Housing Office does not keep your package and takes no responsibility for any missing ones
4. To the extent that the space permits, small packages will be placed in the mailbox located in the parcel room (storage fee included)
 - ※ Parcel Room Location: E-House Bldg. 204(B2F) / Hanwoori Bldg. 101(1F) / I-House Bldg. A/B(B2F)
5. Carts may be borrowed for up to 30 minutes from the lobby of Hanwoori Bldg. 101 / B2F lobby of E-House Bldg. 202 / B2F Security office of I-House Bldg. A/B.
6. **Do not load personal items in the parcel room. They will be thrown away without any prior notice**
7. **Any mail and packages left in the parcel room for a long period of time will be thrown away and you will get demerit points. Special cautions are required for the delivery of food and any perishable items**

IX. Restriction on Visitors and Entry of Vehicle & Parking

1. Visitors NOT ALLOWED to enter the dorm buildings

During the entire check-in period including official check-in day, only resident students are permitted to enter the residence hall. If an outsider (including your parents) is accompanied/visited into the dorm, you may be charged with demerit points

2. Vehicle control in dorm

1) **Vehicles are not allowed to park in front of the dormitory (can only stop temporary for unloading).** Please use the ECC underground parking lot near the back gate for long-term parking

※ As the parking space is limited, it is requested to leave immediately after unloading your luggage

2) During the check-in period, access to the dormitory may be blocked for a long time due to other check-in vehicles. Thus the Housing Office recommends students to send their luggage beforehand through parcel services, and bring only light luggage or carriers

3) Parking pass to be given per person

X. Location

1. How to get to the Ewha Womans University: [Link Click](#)

2. How to get to the Dormitory:

* E-House & Hanwoori: [Link Click](#) / * I-House: [Link Click](#)