

Guideline on the move-out for 1st semester residents

[Move-out period]

05. 30(Sat.) ~ 06. 22(Mon.) PM 1:00

	summer vacation dorm residents	non- residents of summer vacation
<p>Clean your room</p> <p>Please organize your luggage in the room or common areas and move all your luggage.</p> <p>We dispose of the remaining items after the move-out time</p>	X	O
<p>Application for move-out</p> <p>1. INU portal - Institutions – Dormitory – Dormitory check-out application 2. Click "Satisfaction survey" in the upper right corner and fill out 3. Fill out the move-out application form and click "Account verification" 4. Click "Apply" in the upper right corner - Application for a move-out procedure is complete.</p> <p>If you don't submit an move-out application, you'll get a penalty point(3 points).</p>	O	O
<p>Return the dorm's ID card</p> <p>Please return your dorm's ID card (room access card).</p> <p>A penalty point will be imposed for non-return of the Dorm's ID card by noon on Check-out when you leave(3 points).</p>	X	O

★ Each individual can store one delivery box.
(inquire at the dorm office)

★ **By Monday, June 22 at 1:00 PM** ★

Failure to submit a move-out request

in the system → **3 penalty points**

Failure to return the room card

→ **3 penalty points**

★ **Penalty points cannot be waived
after 1:00 PM on June 22** ★

[Students assigned to the same room]

Just submitting the move-out request
in the system completes the process!

(No need to return the room card.)

[Not Staying or Changing Rooms]

1. Clean and organize your room

2. Submit a move-out request
in the INU portal system

3. Return your room card

→ **All three steps must be completed
to finish the move-out process.**