
Tuition Payment Guide for Enrolled Students, Spring Semester 2026

Table of Contents

1	Registration Schedule	1
2	Methods of Tuition Payment	3
3	Installment Payment	5
4	Tuition Refund Guidelines	6
5	Parent/Guardian Service	8
6	Contact Information	8

2026. 2.

Seoul National University
Division of Finance & Property

1 Registration Schedule

1. Tuition Payment Periods

Category		Schedule	Notes
Regular Registration	Bill Print-out	February 16 (Mon), 2026, 09:00 – payment deadline	Students taking an extra semester must first complete course registration. Tuition bills are available only after course registration is finalized. <u>* 학칙 제52조 수업연한</u>
	Payment Period	February 20 (Fri), 2026, 09:00 – February 26 (Thu), 17:00	
Additional Registration	Bill Print-out	March 4 (Wed), 2026, 09:00 – payment deadline	
	Payment Period	March 9 (Mon), 2026, 09:00 – March 11 (Wed), 17:00	
Final Registration	Bill Print-out	March 19 (Thu), 2026, 09:00 – payment deadline	
	Payment Period	March 24 (Tue), 2026, 09:00 – March 26 (Thu), 17:00	
Installment Schedule	Main application period	February 20 (Fri), 2026, 09:00 – February 25 (Wed), 2026, 17:00	For details regarding the Installment Payment, refer to page 5.
	Additional application period	March 9 (Mon), 2026, 09:00 – March 10 (Tue), 2026, 17:00	
	1st Installment	During any of the Regular / Additional / Final Registration periods	
	2nd Installment	April 17 (Fri), 2026, 09:00 – April 21 (Tue), 2026, 17:00	
	3rd Installment	May 6 (Wed), 2026, 09:00 – May 8 (Fri), 2026, 17:00	
	4th Installment	May 20 (Wed), 2026, 09:00 – May 22 (Fri), 2026, 17:00	

- ※ Tuition payment is available 24 hours on weekdays (opens at 09:00 on the first day; closes at 17:00 on the final day).
- ※ Students who do not complete full payment by the Final Registration deadline will be dismissed for non-registration pursuant to University Regulations.
- Students approved for the Installment Payment must pay the 1st installment during the registration period scheduled for 1st Installment.

2. How to Print the Tuition Bill

Category	Path
mySNU Portal (http://my.snu.ac.kr)	『Courses & Studies』→『Academic Administration(SHINE)』→『Student Service』→『Tuition』→『Billing Info』 →『Tuition Bill』
How to Enter Your Bank Account Information	『MySNU』 → 『Courses & Studies』→『Academic Administration(SHINE)』→『Student Service』→『My Info』→『Student Info』 →『Modify Personal Info』
- A Tuition Bill can be issued only if the student's bank account information is registered. - Accurate bank account information is required to process refunds in a timely manner.	

- ※ Returning students can print the bill starting the day after their status is reflected on the administration system.
- ※ The tuition bill cannot be printed after the payment period has ended. (For instructions on how to confirm your tuition payment, see page 4.)

2 Tuition Payment Methods

1. Available Payment Options

Category	Payment Instructions
① Virtual Account Transfer	<ul style="list-style-type: none"> ■ Transfer the exact billed amount to your individual virtual account issued via NH Bank, Shinhan Bank, or Woori Bank through a domestic wire transfer. <ul style="list-style-type: none"> - The virtual account holder's name will always be the student's name. - A virtual account works only when the amount you pay exactly matches the billed amount. ■ Transfer the billed amount plus an additional 7% to your individual <u>NongHyup Bank</u> virtual account through an international wire transfer. <ul style="list-style-type: none"> - Bank Swift Code: NACFKRSEXXX(NACFKRSE if 8 digits are allowed) - Bank Address: NONGHYUP BANK (120, TONGIL-RO, JUNG-GU, SEOUL, KOREA) - Bank Postal code: 04517 - Recipient: Seoul National University - An additional 7% must be included with the billed amount to cover exchange rate fluctuations and any banking fees. - If SNU receives even KRW 1 less than the billed amount, the student will be considered unregistered. To change the registration status to "registered," you must wire the outstanding amount again through an international transfer, and it must arrive at the bank in Korea within the designated payment period. (Partial payment to a virtual account through a domestic wire transfer is not possible.) - Any excess amount will be refunded during the semester. - Pay as soon as the tuition bill becomes available, as processing times may vary.
② Credit Card Payment	<ul style="list-style-type: none"> ■ Only Nonghyup BC/ NH Card, Shinhan Card, Woori BC Card are acceptable. <ul style="list-style-type: none"> - Payment must be made through the credit card company's website. <div> <ul style="list-style-type: none"> ▶ 농협카드납부 바로가기 클릭 : 메뉴 > 개인뱅킹 > 공과금 > 대학등록금 > 등록금납부 ▶ 신한카드납부 바로가기 클릭 : 메뉴 > 서비스 > 대학등록금 > 납부신청 ▶ 우리카드납부 바로가기 클릭 : 메뉴 > 혜택 > 납부서비스 > 대학등록금 </div> - Corporate cards, debit cards, Shinhan BC Card are not acceptable. - Cancellation is not permitted after the day of payment. - Installment periods of credit card payment cannot be changed after payment. - Division of Finance & Property does not process cancellations for credit card payments. - If the card company is unable to process the cancellation, no alternative option will be available. Please use caution when making credit card payments.

2. Undergraduate Student Council Fee (Optional)

- Student Council fees are optional, if you wish to pay it, pay the total amount including both billed amount and KRW 10,000 together to your virtual account.
(example: If the billed amount is KRW 2,442,000, Pay KRW 2,452,000)
- After tuition payment period, Student Council fees may be paid directly to the Student Council(we.snu.ac.kr@gmail.com)
- If you pay tuition with Woori BC Card, Student Council fees cannot be paid together with tuition during payment period.

3. Payment Confirmation

- Students will receive a text message at their registered mobile number once payment is processed.

Category	Path
Tuition Payment Status	『SNU Website』 → 『Academic』 → 『Academic Resources』 → 『Registration』 → 『Shortcuts to Tuition Payment Confirmation』
Tuition Payment Certificate	『MySNU』 → 『Courses & Studies』 → 『Academic Administration(SHINE)』 → 『Student Service』 → 『Get Certificates』 → 『Get Certificates』 → 『Issue Digital Certificate』 → 『Confirmation of Tuition Fee Expense Payment』

3 Installment Payment

1. Eligibility

- Enrolled students may apply for the Installment Payment. (Not eligible in the first semester for Freshmen, Re-admitted students and Transfer students)
- ※ To take a leave of absence during an installment plan, students must cancel the installment plan and pay the remaining balance in full.

2. How to Apply: 『MySNU』 → 『Courses & Studies』 → 『Academic Administration(SHINE)』 → 『Student Service』 → 『Tuition』 → 『Installment Payment/Refund』 → 『Apply for Installment Payment』

3. Installment Schedule

Category		Schedule
Applicati on	Main application period	February 20 (Fri), 2026, 09:00 – February 25 (Wed), 2026, 17:00
	Additional application period	March 9 (Mon), 2026, 09:00 – March 10 (Tue), 2026, 17:00
Installme nt Schedule	1차	Bill Print-out (The installment plan will be reflected on the tuition bill beginning the day after the application is submitted)
		Payment Period During any of the Regular / Additional / Final Registration periods
	2차	Bill Print-out April 14 (Tue), 2026, 09:00 – payment deadline
		Payment Period April 17 (Fri), 2026, 09:00 – April 21 (Tue), 2026, 17:00
	3차	Bill Print-out April 30 (Thu), 2026, 09:00 – payment deadline
		Payment Period May 6 (Wed), 2026, 09:00 – May 8 (Fri), 2026, 17:00
	4차	Bill Print-out May 15 (Fri), 2026, 09:00 – payment deadline
		Payment Period May 20 (Wed), 2026, 09:00 – May 22 (Fri), 2026, 17:00

- ※ Students who fail to pay the 1st Installment or complete full payment by the 4th Installment deadline will be dismissed for non-registration.
- ※ Each installment equals one-fourth of the total tuition, rounded to the nearest KRW 100
- ※ Installment application or cancellation is allowed only during the designated application periods
- ※ Tuition payment is available 24 hours on weekdays (opens at 09:00 on the first day; closes at 17:00 on the final day).

4 Tuition Refund Guidelines

1. Refunds for Enrolled Students

Reasons for Refund	Refund Schedule	Notes
<ul style="list-style-type: none"> Scholarship adjustments Overpayment Changes in the tuition fees (due to changes in major, program, etc) 	<ul style="list-style-type: none"> Mid-April (after end of the Final Registration period 3/26(Thu)) Mid-June (after end of the 4th Installment period 5/22(Fri)) Refunds are also processed outside this period. 	<ul style="list-style-type: none"> No application is needed. Refunds will be processed to the student's bank account entered in mySNU.
<ul style="list-style-type: none"> Student taking an extra semester(due to scholarship adjustments, overpayment and changes in credits, major, program, etc) 	<ul style="list-style-type: none"> Mid-May (after the end of course withdrawals period 4/21 (Tue)) 	<p>☞ refer to 초과학기(규정학기초과자) 등록금 일람표 for more details.</p>

2. Refunds Due to Leave of Absence or Dismissal

(refer to [학적변동자에 대한 등록금 반환 지침](#) for more details)

1) Leave of Absence

(1) 환불 신청 방법: 『MySNU』 → 『Courses & Studies』 → 『Academic Administration(SHINE)』 → 『Student Service』 → 『Change Student Status』 → 『Change Status』 → 『Change Student Status』 → 『Change Student Status』 → 『Change Status』 → 『Change Student Status』 → 『Leave of Absence』 → 『Apply』 → 『Request of tuition refund』 → 『Apply』 → 『Request of tuition refund ☒』

- ※ The full amount of the paid tuition will be automatically carried forward to the following semester regardless of the refund amount and the date that you start to take a leave of absence if you leave the check box unchecked.
- ※ 『Request of tuition refund』 option does not apply to the first tuition paid by Freshmen, Re-admitted students and Transfer students.

(2) Differentiation of Tuition Refund Percentage based on Leave of Absence Application Date

Refund Reason Date	Refund Amount	As of the Spring semester of 2026
Prior to the start of the semester	Full tuition	~ 2026. 2. 28.
From the start of the semester to the 30th day	Five-sixths of the tuition fee excluding the admission fee	2026. 3. 1. ~ 3. 30.
From 30 days after the start of the semester to the 60th day	Two-thirds of the tuition fee excluding the admission fee	2026. 3. 31. ~ 4. 29.
From 60 days after the start of the semester to the 90th day	Half of the tuition fee excluding the admission fee	2026. 4. 30. ~ 5. 29.
Days after the 90th day	No amount	2026. 5. 30. ~

※ The Refund Reason Date shall be the date on which the leave of absence is submitted. If multiple leave-of-absence submission dates exist due to repeated leaves and returns, the Refund Reason Date shall be the submission date within the registered semester that reflects the greatest number of days in active status.

(3) Leave-of-Absence Refund Schedule

- Processing takes approximately 4 weeks after approval.

(4) Important Notes for Leave-of-Absence Refund Applications

- Once submitted, Request of tuition refund cannot be withdrawn.
- Students who have no out-of-pocket payment are not eligible to apply for a refund.
- Even if the expected refund amount is KRW 0, the full amount of the paid tuition will be automatically carried forward to the following semester.
- When tuition is (partially) refunded, the student's status will change from "registered leave of absence" to "unregistered leave of absence." In that case, some scholarships could be canceled if the student received any scholarships. (For details, please contact Division of Scholarship & Welfare.)

2) Refunds for Students Who Are Dismissed

(1) How to Apply for a Refund

- Voluntary Drop-out: No separate refund application is required (your own bank account number must be entered in mySNU).
- Administrative Dismissal due to Non-registration: Apply through your Department Office by submitting a copy of your bank book.

(2) Refund Amount and Refund Schedule

- Follows the same rules as leave-of-absence refunds. please refer to [서울대학교 학적변동자에 대한 등록금 반환 지침](#)

5 Parent/Guardian Service

- Parents or guardians whose mobile phone numbers are registered in mySNU may print Tuition Bills and Tuition Payment Certificates



How to enter contact information for a guardian

『MySNU』 → 『Courses & Studies』 → 『Academic Administration(SHINE)』 → 『Student Service』 → 『My Info』 → 『Student Info』 → 『Modify Personal Info』 → 『Student Info』 → 『Guardian Info』 → 『Contact Info』

※ The service will be available 1 hour after entering your guardian's contact information.

6 Contact Information

Responsibilities	Department
<ul style="list-style-type: none"> ■ Tuition Payment & Refund 	Division of Finance & Property ☎ 02-880-5107
<ul style="list-style-type: none"> ■ Scholarship ■ Student Loans 	Division of Scholarship & Welfare ☎ 02-880-5078, 5206
<ul style="list-style-type: none"> ■ Course Registration ■ Summer/Winter Session 	Division of Educational Affairs ☎ 02-880-5042 (Course Registration) ☎ 02-880-5043 (Summer/Winter Session)
<ul style="list-style-type: none"> ■ Leave of Absence / Return from Leave 	Department Office
<ul style="list-style-type: none"> ■ Student Council Fee 	Division of Student Service ☎ 02-880-5566 Student Council ✉ we.snu.ac.kr@gmail.com
<ul style="list-style-type: none"> ■ Registration for Graduate Research Students (Students who have completed their graduate coursework and wish to use university facilities) - Humanities, Social Science, Arts, Physical Education: KRW 150,000 - Natural Science, Engineering: KRW 200,000 	Division of Academic Affairs ☎ 02-880-5161
<ul style="list-style-type: none"> ■ Credit Card Payment Assistance 	Nonghyup Card: ☎ 1644-4000 Shinhan Card: ☎ 1544-7000 Woori Card: ☎ 1588-9955