2023 Summer Semester Course Registration

▣ Registration period

Please register your courses during the following period.

From　21 June 10:00　to　22 June **17:00**

▣ Course Add/Drop

You may add or drop your courses online by logging on your Portal system.

No documentary process is needed.

From　26 June 10:00　to　30 June 23:59

▣ Course Withdrawal

Any student wishing to withdraw his or her course(s) needs to submit a

Course Withdrawal Application form to the Section of Student Services.

From　3 July 10:00　to　7 July 18:00

▣ Course Retake

- If you have received an F grade in the required courses, you must retake the course.
- A course with C0 or below can be taken again.
- In principle, retaking the only same course is possible. However, if the same course is discontinued or not opened, it is possible to designate an alternative course or retake a course specified by the teacher.
- Additional fee must be paid. (60,000 won per 1 credit)
- You can only retake grade such as Grade(before)→Grade(after) or S/U (before)→S/U(after).

▣ Course Information: Please refer to the web page of Course Registration.

(https://zeus.gist.ac.kr/sys/lecture/lecture_main.do)

▣ Notice

- Courses offered during the summer semester are not counted towards your graduation requirements for August in 2023.

- Please submit the Course Registration Form (print from the Portal System) to your department office after finishing registration.   * Double-check your registered courses before submitting.

- International students are exempt from English courses for graduation. However, any student wishing to take English courses as an elective needs to submit an additional Course Registration Request with your advisor's signature to the Language Education Center (College B 102, ☎ 3703).
   * Seats are not guaranteed and will be based on availability.

- 'Trading or selling' including related attempts (posts, notice, etc.) for courses is punishable.

- Registration of courses using macros (programs, auto mouse, apps, etc) is punishable.
   → If you click 7 times consecutively on the same subject, a security popup window will open and you will have to enter the security code to continue.

▣ Contact information

Category	Office in Charge	Contact Number
Courses/Syllabus Pre-requisite/Class size	Department office which open its course	Department office
English/Korean language courses	Center for Future Education	☎ 3703(Su In, Choi)
Manual Addition / Cancellation of Course Registration by administrator	Section of Student Records	☎ 2056(Chae ryeong, Kim)
System error/connection	Section of Information Technology	☎ 2074(Min Sung, Park), 2073(Myoung Jin, Kim)

Dean of Academic Affairs