

World Student Garden Hand Book

FINAL

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The School Culture

Motto: "Love God, Love humankind and Love your country"

Vision Statement

The Institute of Korean Studies for Foreign Students was established by True Parents at Sun Hwa Campus in 1982. It became a division of Sun Moon University in 2001.

The purpose of the school is to train Second generation foreign students to:

- Understand correctly, by learning the Korean language, the feelings and thoughts of God and True Parents.
- Become capable leaders who can substantiate God's will, by becoming a bridge between their own country and Korea.

Mission Statement

Our boarding school seeks to provide a comfortable, homelike residence while providing care and training for each student in all areas of life.

Objectives

We define our mission through the following objectives:

Spiritual: Provide an environment conducive to individual growth and to assist students in integrating the principle of living for the sake of others into all areas of life. In this way assist students in growth of self-esteem, personal responsibility and self-discipline

Physical: Provide nutritious meals and promote a healthy life style. Promote sports and recreational activities

Social: Promote growth in personal relationships, respect for authority, and sensitivity to the rights of others. Promote understanding, appreciation, and respect for the Korean culture as well as other nationalities and cultures represented in our boarding school.

Educational: Promote good study habits and provide an environment conducive to study.

Scheduling

Bedtime

09:40pm: preparation to go to bed. All music should be played softly if it helps some students fall a sleep

10:00PM: bedtime. All overhead lights should be out in the rooms. All General Orientation Program (GOP) students must be in bed with the lights out. This is to ensure that they are well rested and able to stay awake throughout their classes the following day. Students should be quiet.

12:00PM: bedtime for the KLP students.

No staying up beyond your bedtime without prior permission.

Study Time

Mandatory study time is from 7:00 pm until 8:25 pm, from Monday through Friday and Sunday. During this time the students are asked to maintain an atmosphere conducive to study.

Quiet Hours

Monday through Sunday 7:00 PM – 6:30AM

Curfew

Daily Curfew starts from 7:00 pm and ends at 6:30AM

No student is allowed to be outside the dorm after this time without prior permission.

For group nights outing, the group leaders need to get permission from the staff. The group should state where the group is going and the group must be back in the dorm by 10:00PM

Daily Schedule

Students are asked to greet God and True Parents in a respectful way upon entering and leaving the prayer room where the Western program holds most of our meetings.

Every school day there will be a dorm assembly in the dorm prayer room for daily prayer and worship at 6:40AM. The staff may use the intercom to call all dorm students to assemble. Following the morning service all students will proceed to the cafeteria at 7:15AM for breakfast. After students finish eating, they are asked to fold the milk cartoons, clear and then wipe the tables.

Monday to Friday

- 06:30 am Wake up (GOP & KLM students)
 - 06:40 Morning service (GOP & KLM students)
 - 07:15 Breakfast (GOP & KLM students)
 - 08:20 Leave for school (GOP & KLM students)
 - 12:10 pm Lunch
 - 12:50 Return to School (GOP students only)
 - 02:40-50 Return to dorm (GOP students only)
 - 06:00 pm Dinner
 - 06:55 pm Prepare for Study time
 - 07:00 pm Study time
- This is a time when students are expected to do their homework; they are not allowed to eat or talk during study time. They may drink water. No student is allowed to be outside the dorm after this time without prior permission. Everyone is expected to be at their desk or in the study hall.
- 08:40pm Study time ends
 - 8:45 - 9:30 Evening Service (Rotation)
 - 09:30 pm Closing prayer and wash up time
 - 10:00 pm Lights out

An Shi II and first day of the month schedule

All boys are expected to wear their best suit for pledge. If they don't have a suit jacket, then they may wear suit pants with a nice white shirt and a tie. All girls are expected to wear their best dress for pledge. Hanboks fit into this description as well. Pledge clothes should never be worn for daily occasions, only for pledge and special occasions such as greeting True Parents or special VIPs, etc.

When the weather is warm everyone is expected to shower every day! Showers are especially important on the night before An Shi II or the first day of the month in preparation for Family Pledge.

4:40 am Wake up

4:50 Be in the prayer for pledge service

5:00 Pledge service begins

5:30 Pledge service concludes and breakfast begins

Saturday Schedule

All boys are expected to wear their best suit for pledge. If they don't have a suit jacket, then they may wear suit pants with a nice white shirt and a tie. All girls are expected to wear their best dress for pledge. Hanboks fit into this description as well.

06:30 am Wake up

06:40 Morning service

07:15 Breakfast

08:20 Culture tour/ cleaning (every other Saturday)

12:10 pm Lunch

Free Time

06:00 pm Dinner

06:55 pm Movie Night, talent Night

09:30 pm Closing prayer

10:30 pm Lights out

Sunday Schedule

06:30 am Wake up

06:50 Morning service

07:20 Breakfast

8:30	Cleaning
12:00	Lunch
02:45	Preparation for service
04:00	Saturday Service with Hyung Jin Nim
06:55 pm	Prepare for Study time
07:00 pm	Study time
08:50pm	Study time ends
8:50 - 9:30	weekly reflection & closing prayer
09:30 pm	Preparation for bed time
10:30 pm	Lights out

Educational activities

A. Internal Guidance Program

1. Morning Service: Every morning 6:40 ~ 7:15 AM

We share words that are relevant to students' everyday life. The students are encouraged to make presentation and share their insights with others. When there is no talk, students split into small Hoon Dok groups.

2. Evening Service: Every evening 8:45 ~ 9:30

Group Rotation

Small Groups meet in designated areas in the dorm. Teachers will remain stationary. Students will rotate every Monday, Wednesday, Thursday and Friday covering the following 6 categories.

1) Applied Divine Principle

Students discuss and learn how to apply the Divine Principle in their lives.

2) Spirituality

Students discuss and learn how to cooperate in spirit with God and the spirit world.

3) Core values

Students discuss and learn how to embody the core values and become effective agents of cultural change.

4) Purity issues

Students discuss and learn how to make the most of their singleness.

5) Character Education

Students discuss and learn effective ways to develop their character.

6) Service for peace

Students discuss, learn and practice the principle of living for the sake of others. Throughout the year, the program likes to get the students involved in some form of service-based educational activities. These vary from year-to-year but include such things as street cleaning, witnessing, attending rallies, visiting old people's homes or orphanages.

B. Extracurricular Activities

1. Student Clubs

1) Music - Choir, Instruments, Creating new songs, Korean drums.

2) Visual Arts - Creativity exercises, Crafts, Drawing & Painting, Film making, Photography.

3) Drama - Creating plays & skits for special events.

4) Sports - Soccer, Martial arts, Tennis, Ping-pong, Swimming, Aerobics, Folk dance.

5) Games Club - Cards, Chess, Pictionary, Jeopardy, Monopoly, Backgammon, Yut Games and Team building games

2. Student Committees

1) Yearbook Committee

Collect materials: photos, essays, testimonies, etc.

2) Special Events & Planning Committee

Birth days' parties, Christmas Cafe, Decorations, God's day party

Cleanliness

Cleaning is an important part of the overall education of students. Students are encouraged to take on their assigned cleaning responsibilities with a positive mind and heart. Students take turns washing the dishes as well as cleaning their bedrooms, the study rooms and various public areas of the dormitory. Before school begins the students are regularly checked by a teacher to ensure that they are dressed well.

Rooms cleaning responsibility

Every morning before students go to school, futons and blankets must be folded neatly and rooms tidied, ready for inspection. At 9:40 a.m. Monday through Saturday, there is a cleaning inspection to ensure that the students are learning to clean up after themselves properly. Rooms must be left clean each day before going to class.

Room mates

Roommates are established at the beginning of each year. No changes will be made until the ends of November, February, and May. Students may appeal to the residence staff to consider changing a room or roommate.

Laundry

Boys' and girls' Laundry is done on alternating days. Student should take note of their laundry day. They also need to know when to drop off their dirty laundry and when to pick. Students should have their school uniform Cleaned at least once a week. All students are expected to have their laundry number on their clothes. The purpose of this is to help identify and sort clothing. The laundry service includes washing, drying, folding, and placing clean laundry in numbered compartments for each student to pick up.

Shoes

Only indoor shoes are to be worn in the dormitory. Students are not allowed to guest slippers! Students are expected to have one pair of out door shoes or slippers in their personal shoe box located at the entrance of the dorm. All other shoes should be kept in the students' numbered shoeboxes outside of their rooms.

Personal appearance

After arriving in Korea all students will be supplied the with required school uniform. All appropriate personal clothing must be supplied by their parents at the beginning of each school year. If any personal clothing is considered inappropriate, the student will be asked to not wear it while attending this program. The program wants the students to represent True Parents and the unification movement in the best possible way by having them dress well in their required dorm and school clothes.

For these reasons, we discourage students from wearing pants that are too tight or extremely baggy this includes patched, tattered, worn, or torn jeans or slacks and clothes with offensive or questionable logos or advertisement. The program expects students to avoid wearing sleeveless shirts, shirts that expose their belly button when their arms are raised or expose their back when sitting down, shorts above their knees and pajama pants outside their bedrooms.

Girls are not allowed to die their hair or have permanent hair style. They should not wear make up or have nail polish for fingers or toes, tattoo chokers and arm tattoo bracelets. Girls can have one small necklace with modest pendent and tiny earrings to keep the holes intact. Wearing purity ring for both girls and boys are acceptable. Boys should not have Mohawk hair style or wear necklaces. Students are asked to change their uniform as soon as they return from school. They should keep their uniform clean and neat. When sports are played sports outfits should be used.

Search and Seizure

Dorm facilities and furnishings are the property of the World Student Garden. Dormitory parents may search any room in the dormitory with probable cause. Dormitory parents may temporarily confiscate personal belongings which violate dormitory rules or have been used abusively.

Common Areas rules

Lounge

The lounge areas are provided for students use and enjoyment. However, students are expected to treat the contents of the lounge with respect. If everyone will take care of the provisions that are in the lounge, including picking up your trash before leaving, the lounge will be maintained for a much longer period without having to have things

replaced.

Rooms and Roof

Students are not allowed to climbing on the roofs of the dorm or school, it is dangerous.

Windows

Students should avoid throwing things out of the window, it irritates the neighbors.

Balcony

The balcony may be used for reading, talking, studying, and playing board or card games. The balcony is closed at 7:00pm.

Basement

Basement is for exercising, dancing, and playing table tennis.

Food Service

Meals:

The residence program has a full-service dining hall operation. This means that all boarding students will have all meals provided each week. All food should be eaten in the cafeteria, not carried out. This includes ramen. While students do not have a limit to their food consumption, it is a requirement that the amount of food a student places on the plate is eaten and that food is not wasted. Students are not allowed to take utensils out of the Kitchen without permission. Students are responsible to clear their tables after each meal. All students are required to be present at every meal.

Kitchen Duties

Dishwashers begin their duties on time: daily duties start at 7:30AM for breakfast.

Absence from meals

Notification is necessary if a student is to be absent from a meal. Students are expected to be at meals unless they have been invited out or have other approved arrangements for their meals. It is important that they are on time.

Medical Services

To adequately respond to unforeseen emergencies, the program needs to have on file basic necessary medical information about all resident students. The dorm requires that each dorm student complete the

information packet and turn it in to the residence staff at the beginning of each year.

If a student is acutely ill with a contagious disease, the student may be placed in an isolated room. This measure is to help prevent the spread of disease in the dormitory and to keep all students as healthy as possible. Any student who is injured or ill while at school will be taken to the doctor by one of our resident staff.

Return or coming to the dorm when sick

Students and parents should understand that if they are sick and or running a fever they **should not** return to the dorm because they could cause spreading of the virus. The close proximity of living in a dorm situation ensures that a sick student will infect other students and while we have a room for sick students, it is only for emergency.

Medicine

All medicines will be kept in the office. Students should have no reason to have medication in their possession at any time. Students are not allowed to go to the pharmacy and purchase medications themselves without the permission of the staff.

Sick Call

If any student is considered too sick, the dorm parents will inform the teachers about the student not being able to attend school. If students are not seriously sick they need to go to the school and ask their teachers for permission to miss class.

Safety

The following things such as lighters, matches, firecrackers, Candles, Bebee Guns, Pocket knives or any other object concealed, displayed, brandished in a manner that reasonably provokes fear or harm somebody are not allowed in the dorm. If they are found, they will be confiscated.

Money

Prep and GOP are given allowance from the parent account in the amount of 5000 Wons a week, and 10, 000 Wons a week for the middle schoolers. The allowance will be handed out from 3pm to 6pm every Wednesday. When students need to make a large purchase, the staff should get a written permission from their parents.

Parents are responsible for instructing their children regarding reasonable spending practices. The parents account will need to cover the cost of travel other than field trips, a reasonable weekly allowance, and needs such as: toothpaste, shampoo, hair spray, stationary, school supplies, stamps, donations, presents, haircuts, telephone cards, and Clothes (occasionally).

Upon arrival in Korea, students **should** give their personal money to the Bookkeeper who will put it in a safe.

Residence staff **will not** be responsible for money not given to the bookkeeper that gets lost or stolen. As a unificationist school we obviously discourage and try to prevent stealing, however it does happen on occasion, and it is difficult to recover such stolen money.

Students will be required to keep an accurate transaction record in a note book, in order to know their balance

Office

The office equipment is for the staff use only. Students are welcomed to the office to talk with staff regarding dorm or academic issues.

Students are encouraged to visit the office for help with personal issues. The office is officially open at 8:00AM and closes at 11:00PM

Computer Usage

There is a computer hall in the dorm that has 8 computers, which are online and available for western students to use.

We discourage students from bringing computer games to play on these units because they interfere with the students need to send emails and to do school work. **Computers can be used from 3PM to 7PM. No computer games or movies are allowed on week days.**

The use of computers must not be noisy or disruptive to others.

Recreational Activities and spiritual retreats

The program asks that students use discretion in their choice of movies, videos, television shows, theater, and reading material, and not be entertained by that which may affect the health of their spirit.

Entertainment

The current expectation from every student is to see them watch Korean movies. In this way they are more exposed to the Korean language and culture. During vacation time students can watch western movies but they need to inform a staff member of their

selection and allow that person to then activate a program on the internet called www.pluggedinonline.com which will tell about the movie plot, rating, role models advice to parents on the movie, alcohol or drug use, blood, gore, disrespectful, bad attitude, inappropriate music, profanity listings, sex/nudity, smoking and violence. Students are not allowed to go to PC Bangs or Video Bangs.

Fitness activities

Any dormitory student leaving the dorm for fitness activities, such as swimming, fitness club or hot bath is required to have authorized permission from the dorm parents. The program prefers a group of three or more students to go together with at least one staff or a senior student. This is to ensure a safe trip.

Field Trips

Field trips are an important part of the program. Not only do they allow the students to get out and see more of Korea's history and beauty, but they also provide the students with powerful visual images and thus a deeper understanding of Father's course, as well. The locations for these field trips are chosen with these notions in mind. The locations include:

- ✓ Heung Jin Nim's Won Jun
- ✓ Sorak Mountain, Jeju Island
- ✓ Bird Hill, Mani Mountain
- ✓ Kyungbok Palace, National & Folk Museums, and the early Chongpadong Church
- ✓ Hook-Sok Dong and Yoido holy grounds, Mapo Church HQ building foundation
- ✓ The Segye Times
- ✓ The Korean Independence Hall (Museum), King Sejong's on Jon
- ✓ The Korean Folk Village
- ✓ Sun Moon University (both the Asan and Chonan campuses)
- ✓ Pusan and the Rock of Tears

True Parents attendance

Often we are able to attend True Parents when they hold public functions in Korea. In the past, we have been able to attend events such as the opening of the Temple at Cheongpyeong and True Children's Day at Cheongpyeong as well as True Parents' birthdays. On some occasions, when True Parents attend a function at the Little Angels Performing Arts Center, the students are given the opportunity to present True Parents with flowers and to greet them all together. On other occasions, such as when True Parents decide to celebrate holy days in Korea, the students are given the opportunity to perform

a song or a dance before True Parents at the Little Angels Performing Arts Center, located on the Sun-Hwa school campus.

Cheong Pyeong:

Going to Cheongpyeong is also an essential part of blessed children's education. Dae Mo Nim is very serious about educating the students in their spiritual life.

We try to take the students at least 2 times a year for weekend workshops. One of the essential items the students must bring to Korea is a small AM/FM radio with earphones in order to receive translation over the airwaves.

Signing in and out policy and procedures

Signing out, on the book at the entrance of the dorm, is necessary when a student leaves the dormitory. When signing out, students must be specific about their destination and/or purpose of the trip.

The Residence staff needs to know exactly where you are at all times. For example, a destination written, "study" is not acceptable.

We are responsible to the students' parents to know their whereabouts at all times. When the student returns they must clear their last location on the book by indicating that they are back in the building.

Guests

All guests are expected to abide by the dormitory rules. Weekend overnight youth guests in the dorm are expected to notify the residence staff by **Wednesday** of that week. This will allow adequate time to confirm the guest intent and parent approval.

Parents visiting students should contact the dorm parents at least three days prior to their arrival. The parents, in general, are allowed to stay in dorm a maximum of three days per visit.

School Program

The GOP program, which is taught in English and Korean, continues on into the Prep year, which is taught in Korean, and is held in The Institute of Korean Studies for Foreign Students building.

Examinations

The GOP students have 4 mid-term examinations in October, December, March and May, as well as finals at the end of June.

The Prep students have 2 mid-term examinations in October and in December, as well as finals in February.

The students who go through the GOP program are in the position to see whether they want to continue their studies in Korea. In consultation with their parents, the GOPs are asked to decide around May of the following year whether or not they wish to continue. If they wish to continue and if their attitudes and grades permit them to do so, preparations are made for them to come back for the Prep year beginning in September. Because the Korean school year begins in March, the Prep year only goes from September through to the end of February. Upon graduating from Prep, the students then enter 1st, 2nd or 3rd grade Korean middle school in March.

School Curriculum

Korean Grammar: (GOP & KLM students)

The main purpose of this class is to introduce students to Korean grammar and vocabulary thus developing both their foundation in Korean and their ability to study the language independently, with the use of a dictionary. Finally, along with the language some popular Korean proverbs are also taught, since they are an integral part of the Korean culture itself.

Korean Conversation: (GOP & KLM students)

Speech patterns, vocabulary and proper pronunciation are taught and practiced by the students in conversation classes.

Korean Culture: (GOP & KLM students)

The primary focus of this course is to give the student an historical overview of Korean history and culture.

English: (GOP students only)

The subjects, including reading, spelling, and composition, aimed at developing reading and writing skills are taught to students.

The main purpose of this course is to develop students' ability to read, write and speak the English language clearly and efficiently.

Mathematics (GOP students only)

The Math curriculum aims at strengthening the students understanding of arithmetic and develops their skills of translating verbal expressions

into mathematical symbols, numerical expressions.

Social Studies: (GOP students only)

The social studies curriculum provides coordinated, systematic study of information, skills, and concepts from the disciplines of history, geography, political science, economics, culture and health science with attention also given to connections among the peoples and nations of the world, the effect of science and technology on society (and vice versa), and the ways to practice good citizenship. The social studies curriculum aims at helping the students develop the knowledge and skills necessary to make informed and reasoned decisions as citizens of a culturally diverse and interdependent world.

Physical Education: (GOP students only but KLP students can join)

The students attend two official sports classes every week as part of their school curriculum. For these classes the students are asked to wear sports clothes. All activities are designed to provide a minimum of exercise for the students as well as show the power of teamwork. The sports fields are located in the school grounds right next to the dormitory so the students can go there during their afternoon free time. Some of the most popular sports include: soccer, basketball, baseball and volleyball.

System of discipline

The purpose of the system of discipline is to encourage good attitude and responsible actions within the dorm as well as at school.

The western program system of discipline is based on individual responsibility that fosters team work. The program expects the staff to model respect and kindness. Likewise we expect students to be kind and respectful to each other, and to all of the other members in the dorm and school community. Constantly and consistently the Western program staff will reinforce positive behaviors with rewards and discourage negative behaviors with fair and appropriate consequences. The Western program believes that the students, as individual members, should make effort to make choices that are beneficial to the dorm and school community.

The western staff will resort to counseling before carrying out discipline. The staff believes that every student has the right to know why he or she must be disciplined.

Consequences

The staff will make efforts to give consequences that are fair, appropriate and implemented with love. Students with an inappropriate behavior may get from 1 to 7 days after school detention. When a student inappropriate behavior persists we will inform his or her parents.

Students whose presence poses a danger to persons, property, or are an on going threat or disruption to the Dorm home environment, may have their dormitory residency revoked. The Dorm Parents in consultation with the over seer of the western program and principal may revoke a student's dormitory residency. The Dorm Parents will notify the parents regarding this action. Parents may make an appeal to the Principal in writing within two weeks after receiving the official notification of the revocation.

Confidentiality

Written, verbal, and electronic information of a sensitive nature concerning a student residing in the dorm is to be held in strict confidence by western program personnel. This obligation of professional confidentiality must be carefully fulfilled not only regarding the information in a student's files but also regarding a student's behavior and attitude learned in the exercise of professional duties. Under no circumstances should sensitive or potentially damaging information be discussed with anyone other than the staff unless authorization is obtained from either the parent or the principal of the Dorm.

Parents will be informed of any serious infractions, other wise we will send in a quarterly report to parents regarding behavior attitudes in the dorm and school.

Contact information

Address:

Abdoulaye and Sybil Wone

World Student Garden

612-1 Guui 2 Dong Kwangjin Gu, Seoul, South Korea, 143-833

Phones and emails

Tel 82-2-454-9509 / 82-2- 3436 8431 ext 216 Fax: 82-2-458-5004

Cell numbers 82 10 2740 9509 or 82 10 2740 9511

E-mail: abewone@yahoo.com, abewone@aol.com

sybilwone@hotmail.com

'GOP' 2011-2012... is accepting applications NOW!!

The Institute of Korean Studies for Foreign Students

[An Affiliated Organization of Sun Moon University]

You can apply online at <http://www.sunmoonbcschool.com>

We are looking for young Unificationists for 2 categories:

12 – 14yr. age group(A) ...AND, since last year, 15 - 20yr. age group(B).
Come and join us in Korea for an experience you will never forget.

1. Benefits:

The Institute of Korean Studies for Foreign Students in Seoul, Korea, commonly known as 'GOP' (General Orientation Program) has helped thousands of young Unificationists to:

- Learn the Korean language
- Experience and appreciate the Korean culture, history and art through field trips to historical sites
- Attend Rev. Hyung Jin Moon and Yeon Ah Nim's weekly service at the Cheon Bok Gung
- Attend workshops and special events at Cheongpyeong
- Grow spiritually and physically (Unificationist life of faith, nutritious meals and exercise)
- Develop socially (dorm life style and living in a another culture)
- Develop good study habits
- Build lasting friendships with other young Unificationists worldwide

2. Qualifications:

- Be spiritually and physically in good health
- Be able to communicate in English
- Meet one of the two entry requirements:
 - A) To be a Unificationist between the age of 12 and 14 and to have graduated from elementary or primary school
 - B) To be a Unificationist who is 15 or older and to be in or have graduated from High school

3. Selection Procedures

- Must be recommended by Church Headquarters through a selective process
- Period of Acceptance: Yearly from March to June

Category	Students	Capacity
A	American, European & Others	30
B	American, European & Others	12

4. Regional representatives

<p>North, Central South America: and Caribbean Mrs. Alexa Ward Tel: 203-367-5532 Fax: 203-330-0554 E-mail: alexa53@aol.com www.familyfed.org/gop</p> <p>Middle-East, Mr. Alireza Alhoui Email: a_alhoui@hotmail.com Tel: 02-3275-4241 Mobile: 010-3140-4010 Add: 13th fl. Dowon Bldg. Dohwa 2 dong, Mapo-gu, Seoul, Korea 121-728</p>	<p>Europe: Mrs. Orlande (in Germany) Tel: 49-69-1700890 Fax: 49-69-728664 orlande@esgd.org, www.esgd.org</p> <p>Mr. Geros Kunkel E-mail :geros@esgd.org</p>	<p>Asia, Korea (Dorm Office) Mr. Abdoulaye Wone Tel: (822)-3436-8431 (ext.216) Cell:8210 2740 9509 Fax:(822)-458-5004 E-mail: abewone@gmail.com www.sunmoonbcschool.com</p> <p>Korea (School Office) Mr. Kim Jung Rock Tel: (822)-2204-1061, 1062, Fax: (822)456-5744 sunmoonbcschool@yahoo.co.kr www.sunmoonbcschool.com</p>	<p>Oceania,:</p> <p>Africa, Rev. Jean Augustin Ghoms PO Box 189 Wendywood 2144 Tel.: +27 11 802 0098 Cell +27 78 378 1150 Fax: +27 86 611 3599 Skype ID: ffwpwcape Email: jaghoms@gmail.com / sasubregion@axxess.co.za www.upfsouthernafrica.org.za</p>
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If you cannot reach a representative, contact our Korean office

CODE OF CONDUCT

SUN HWA DORM STUDENTS 2011-2012

Date:

01. I will have the mindset that I am an ambassador from my country, and that I should give a good impression about my country to Koreans.

02. I understand that my main mission this year is to learn the Korean language and culture. I will study Korean, pay attention to class, and do my assignments.

03. I will be respectful to the teachers, dorm parents and other adults.

04. I expect the teachers to teach in a different way. If I do not like the way a class is taught, I will try to understand what I should learn from the situation.

05. I will follow the rules of the dormitory and school. I will take good care of the dormitory and my room. I will dress appropriately for school, for church, etc

06. I will strive to have a positive attitude and not be cynical. I will make friends with all the students, not just a few. I will take responsibility to help everyone have a good year; If I get angry or upset about something or if I have other problems, I will pray for guidance. I will try not to upset others. I should talk things over with the dorm parents or one of the western teachers at school.

07. When there is free time and there seems to be nothing to do, I will take responsibility to think about meaningful things to do. I will have a flexible attitude.

08. I pledge to change and grow this year. I will pick one or two of my bad habits and work on improving them. If I pray for help, I know I will receive it.

I understand that my behavior, study habits and attitude will be evaluated daily by the dorm parents and teachers. If I do not follow the rules or their guidance, I will be sent home.

Student's Name: _____ Student's signature: _____
(Please print)

Parents' Names & Signatures: _____

GOP Fees 2011-2012

Total cost for the 11-month GOP program:

The estimated annual fee is **11,125, 000₩** (about \$10,114.00* with exchange rate at 1100₩ for \$1). Extra-curricular expenses such as music classes, major medical or dental expenses, traveling expenses, passport and visa expenses in students' home countries **are not** covered by the above-mentioned fees.

The GOP fees, determined by the Korean and Western staff on an annual basis, are due in four quarterly payments, according to the following schedule: August 15, October 15, January 15, and April 15. All fees are itemized in the following pages.

Please send your payments

1. by check or bank draft to the name **Kim, Jung Woo**

Address: 612-1 Kuui 2 Dong Kwangjin Gu, Seoul, South Korea 143-833

Tel +82 2 3436 8431~5 Ext. 216 Fax +82 2 454 9563

Email: worldstudentgarden@yahoo.com

2. by bank wire:

1). BANK NAME: KOREA EXCHANGE BANK, SEOUL

2). SWIFT CODE: KOEXKRSE

3). BRANCH NAME: KUUIDONG BRANCH

4). **Account No: 650-004855-523**

5). BENEFICIARY'S NAME: **Kim, Jung Woo**

Korean Language Program (KLP) Fees 2011-2012

The estimated yearly fee is 10,520,000 ₩ (about \$9,564.00 with exchange rate at 1100₩ for \$1). Extra-curricular expenses such as music classes, major medical or dental expenses, traveling expenses, passport and visa expenses in students' home countries **are not** covered by the above-mentioned fees.

The KLP fees are due in four quarterly payments, according to the following schedule: August 15, October 15, January 15, and April 15. Quarterly fees are itemized in the following pages.

Payment methods:

1. by check or bank draft to the name **Kim, Jung Woo**

Address: 612-1 Kuui 2 Dong Kwangjin Gu, Seoul, South Korea 143-833

Tel +82 2 3436 8431~5 Ext. 216 Fax +82 2 458 5004

Email: abewone@aol.com

2. by bank wire:

1). BANK NAME: KOREA EXCHANGE BANK, SEOUL

2). SWIFT CODE: KOEXKRSE

3). BRANCH NAME: KUUIDONG BRANCH

4). **Account No: 650-004855-523 (US dollar account)**

5). BENEFICIARY'S NAME: **Kim, Jung Woo**

First Quarterly Fees

(August 25-October 31, 2011)

Tuition 400,000 ₩/month X 3	1,200,000₩
Room and Board 380,000₩/ month X 3	1,140,000₩
Western Office operation 50,000₩/ month X 3	150,000₩
Parents account money 80,000₩/ month X 3	240,000₩
Total	2,730,000₩

One time fees

Entrance: Covers field trips, Korean textbooks	450,000₩
Admission fee	60,000₩
Total	3,240,000.00₩

Second Quarter

(November 1-January 31, 2012)

Tuition 400,000 ₩/month X 3	1,200,000₩
Room and Board 380,000₩/ month X 3	1,140,000₩
Western Office operation 50,000₩/ month X 3	150,000₩
Parents account money 80,000₩/ month X 3	240,000₩
Total	2,730,000₩

Third Quarter

(February 1 - April 3, 2012)

Tuition 400,000 ₩/month X 3	1,200,000₩
Room and Board 380,000₩/ month X 3	1,140,000₩
Western Office operation 50,000₩/ month X 3	150,000₩
Parents account money 80,000₩/ month X 3	240,000₩
Total	2,730,000₩

Fourth Quarter

(May 1-July, 2012)

Tuition 400,000 ₩/month X 2	800,000₩
Room and Board 380,000₩/ month X 2	760,000₩
Western Office operation 50,000₩/ month X 3	100,000₩
Parents account money 80,000₩/ month X 2	160,000₩
Total	1,820,000₩

Payment details

Description	Monthly fees	One time fees	Notice
Admission Fee		60,000	
Tuition	₩400,000		Includes text books
Parents Accounts	₩80,000		For Bus and Subway transportation fees Dorm activities, Cheongpyeong trips Visa fees
Western Office operation	₩50,000		Residential care and support
Dormitory	₩380,000		Meals covered 3 times a day/ 7 days a week. Laundry service is included
Cultural Activities and Programs		₩450,000	More than 18 field trips
Grand Total	₩910,000	₩510,000	

First Quarter
(August 25-October 31, 2011)

Quarterly Fees

Tuition 400,000 ₩/ month X 2	800,000₩
Room and Board 380, 000₩/ month X 2	760,000₩
Western Office operation 40,000₩/ month X 2	80,000₩
Parents account money 80,000₩/ month X 2	160,000₩
Subtotal	1,800,000₩

One time fees

Entrance: Covers 11 field trips, Korean textbooks	400,000₩
Dorm maintenance	100,000₩
Immigration for visas	100,000₩
Uniforms	200,000₩
Western textbooks	65,000₩
Two Cheong Pyeong trips	60,000₩
Administrative fee	300,000₩
Subtotal	1,225,000₩
Total (Due August 15, 2011)(about \$3,023)	3,025,000₩

Second Quarter

(November 1-January 31, 2012)

Tuition 400,000 ₩/ month X 3	1,200,000₩
Room and Board 380, 000₩/ month X 3	1,140,000₩
Western Office operation 40,000₩/ month X 3	120,000₩
Parents account money 80,000₩/ month X 3	240,000₩
Total (Due October 15, 2011) (about \$2455)	2,700,000₩

Third Quarter

(February 1 - April 3, 2012)

Tuition 400,000 ₩/ month X 3	1,200,000₩
Room and Board 380, 000₩/ month X 3	1,140,000₩
Western Office operation 40,000₩/ month X 3	120,000₩
Parents account money 80,000₩/ month X 3	240,000₩
Total (Due January 15, 2012) (about \$2455)	2,700,000₩

Fourth Quarter

(May 1-July, 2012)

Tuition 400,000 ₩/ month X 3	1,200,000₩
Room and Board 380, 000₩/ month X 3	1,140,000₩
Western Office operation 40,000₩/ month X 3	120,000₩
Parents account money 80,000₩/ month X 3	240,000₩
Total (Due April 15, 2012)(about \$2455)	2,700,000₩

*The amount in US funds may vary according to exchange rate

학생지도 참고록
Student Data Sheet

사진
Student's
Photo

This form should
be filled out by one
of the parents.

2011 -2012			
Student's Personal Information			
성 명 Child's Name			
	(First)	(Middle)	(Last)
생년월일 Birth Date	____/____/____ Year Month Day	성별 Sex	
국 적 Nationality in Passport		여권번호 Passport Number	
주 소 Home Address			
전화번호 Home Tel. & Fax Numbers			
출신학교 Last School Attended	학교명 Name of School	Finished ()th Grade	
	위치 Location	(City)	(State) (Country)
장래희망/Future Goal to become			
취미/Hobbies			
특기/Talents			
건강/Health	Does your child have any physical health problems or emotional sensitivities we should know about? Yes or No (if Yes, explain in detail)		

가족사항
Family Information

순	성명 Names in English	관계 Relation	생년월일 Birth Date	연령 Age	학력 Education	출생지 Birth Place
1		Father:	___/___/___ YR M D			
2		Mother:	___/___/___ YR M D			
3			___/___/___ YR M D			
4			___/___/___ YR M D			
5			___/___/___ YR M D			
6			___/___/___ YR M D			

학부모사항
Parents Information

직업 Parents' Jobs	Name of Firms					
소재지/Work Place	Father: Mother:					
Email addresses						
직위/Position	Father: Mother:					
전화번호/Tel. & Fax Numbers						
근무기간/Dad's Work History	<u>From:</u> (year) (month) / <u>To:</u> (year) (month)					
근무기간/Mom's Work History	<u>From:</u> (year) (month) / <u>To:</u> (year) (month)					
교회직무 Church Mission	Father: Mother:					
소재지/Mission Place						
직위/Position	Father: Mother:					
전화번호/ Number						
근무기간/ Dad's Work History	<u>From:</u> (year) (month) / <u>To:</u> (year) (month)					
근무기간/Mom's Work History	<u>From:</u> (year) (month) / <u>To:</u> (year) (month)					
축복Blessing	Couples	(Year)	(Month)	(City)	(State)	(Country)
		/				

비고
Additional Information