

Gyeonggi Suwon International School

Chapter 1: General Provisions

Article 1. (Purpose)

Gyeonggi Suwon International School was founded to provide a quality education for elementary and secondary school students with foreign citizenship and permanent residency.

Article 2. (Official School Name)

The official school name of this school is Gyeonggi Suwon International School.

Article 3. (Location)

The school is located at 451, Yeongtong-ro, Yeongtong-gu, Suwon-si, Gyeonggi-do.

Chapter 2. Course of Study and Admissions Eligibility

Article 4. (Class Period)

The school accommodates a total of 15 grades ranging from Junior-Kindergarten to Grade 12. 3 years for kindergarten, 5 years for elementary school, and 7 years for secondary school.

Article 5. (Admissions Eligibility)

The following individuals are eligible for admission to this school according to Article 60.2 of the Elementary and Secondary Education Act and Article 10 of Regulations on the Establishment and Operation of Schools and Kindergartens for Foreigner:

1. One or both parents hold foreign passports (regardless of the student's nationality).
2. Korean students who have resided abroad for more than three years
3. Children of naturalized citizens (after going through the deliberation of the School Governance Committees)

Chapter 3. Number of Classes and Maximum Student Capacity

Article 6. (Number of Classes and Organization)

The kindergarten/elementary school consists of 13 classes by grades, and the secondary school is operated by subject-based classes limited by student capacity.

Article 7. (Student Capacity)

The maximum student capacity is 885, 260 for junior kindergarten to elementary school (20 students per class), 225 for grade 6 through 8 (75 per grade), 400 for grade 9 through 12 (100 per grade).

Kindergarten/Elementary School Class Organization

Grade	Number of Classes	Student Capacity
Junior Kindergarten	1	20
Pre-Kindergarten	1	20

Kindergarten	1	20
Grade 1	2	40
Grade 2	2	40
Grade 3	2	40
Grade 4	2	40
Grade 5	2	40
Total	13	260

Secondary School Capacity

Grade	Subject-Based Classes	Student Capacity
Grade 6		75
Grade 7		75
Grade 8		75
Grade 9		100
Grade 10		100
Grade 11		100
Grade 12		100
Total		625

Chapter 4 Curriculum, Number of School Days, and Evaluation

Article 8. (Curriculum)

The school's curriculum shall be determined by the school's regulation.

Article 9. (Number of School Days)

The number of school days per year shall be 180 days or more.

Article 10. (Evaluation)

Evaluations are conducted by various forms of exams and assessments.

Chapter 5 School Years, Semester and No School Days

Article 11. (School Years and Semester)

The academic year is divided into two semesters, the first semester commences in August and ends in December, and the second semester begins in January and ends in June.

Article 12. (No School Days)

1. School closure days are as follows;
 - 1) US National holidays
 - 2) US Public holidays
 - 3) Summer break : June to August

- 4) Winter break : third week of December to early January
 - 5) US Thanksgiving day, Korean Lunar New Year's Day, Korean Thanksgiving Day
2. The summer break and winter break can be determined by the head of school within 180 school days.
 3. The school may declare the temporary closure in case of an urgent disaster or other events requiring the emergency action.

Chapter 6 Course Completion and Graduation

Article 13. (Course Completion and Graduation)

1. Recognition of the completion of each grade level course and graduation of all grade levels is determined by the number of attendance days and grades.
2. To complete each grade, above $\frac{2}{3}$ of the school days need to be attended.

Article 14. (Diploma)

The head of school will award a diploma to students who have successfully completed the graduation requirements.

Chapter 7 Admission, Transfer and Re-admission

Article 15. (Admission)

Those who satisfy Chapter 2, Articles 4 and 5 can apply.

Article 16. (Admission and Transfer)

The head of school may determine the admission when the applicant meets the requirements. The applicant must submit the required documents.

Article 17. (Re-admission)

The head of school may accept the re-admission applicant to the previous grades or below if there is a vacancy. The applicant must submit the required documents.

Chapter 8 Withdrawal, Recognition and Disciplines

Article 18. (Withdrawal)

A student who intends to withdraw from school must submit the withdrawal form and follow the school withdrawal process.

Article 19. (Recognition)

The principal may award a student who displays excellent code of behavior with excelling academic performance, who shows great diligence, who sets a good example to other students, who has contributed to school improvement, and for other exceptional reasons.

Article 20. (Discipline)

1. The principal may take disciplinary actions for students if the principal sees the need for students to be responsible for administrative and academic consequences.
2. Disciplinary action will be imposed according to the severity of the violation such as probation, suspension, and expulsion.
3. Disciplinary reasons and actions follow below;
 - 1) Those who shows poor code of behavior and does not have a willingness to improve
 - 2) Those who are absent frequently without justifiable reasons
 - 3) Those who disturbs classes through the unacceptable code of behavior as a student

Chapter 9 Tuition and Admission Fee

Article 21. (Tuition and Admission Fee)

Tuition and admission fee collection methods must be determined by the Gyeonggi Suwon International School regulation.

Article 22. (Tuition Discount for School Supporting Mission Organization Missionaries Children)

20% of the tuition exemption benefit can be given to the school supporting mission organization missionaries children.

Article 23. (Actions against Defaulters)

The head of school may request the defaulting student to leave the school.

Chapter 10 Qualifications of Teachers

Article 24. (Qualifications of Teachers)

Those who have bachelor's degree (a four-year-course college/university) in the field of US education or teaching certificate shall be appointed as the faculty members.

Article 25. (Faculty and Staff Appointment)

The principal, faculty and staff appointment shall be approved by the board of directors.

Addendum

1. This school regulation will be effective as of establishment date.
2. This regulation follows the regulations on the establishment and operation of schools by the Gyeonggido Office of Education.