

Guidelines for Registration at UC Student Hostels (2024-2025)

A. Check-in Date

Residents can start to move into their respective hostels on **Sunday, 1 September 2024 from 1:00 pm to 6:00 pm** and complete the check-in procedures. Late check-in should be reported to the respective wardens in writing and seek approval at least two working days in advance. Otherwise, the hostel places being assigned will be re-allocated to other students. All residents should complete check-in procedures **before 12:00 noon on Sunday, 8 September 2024**. **If typhoon Signal no.8 or above or the Black Rainstorm Signal is hosted after 6:00am, the check-in date will be postponed to the following day at 9:00am.**

Warden Contacts:

Warden of Adam Schall Residence (ASR)	Ms. Crystal Cheung	kayeecheung@cuhk.edu.hk
Warden of Bethlehem Hall (BH)	Dr. Leung Tak-wah	leungtakwah@cuhk.edu.hk
Warden of Chan Chun Ha Hostel (CCHH)	Prof. Vivian Lee	vivianlee@cuhk.edu.hk
Warden of Hang Seng Hall (HSH)	Mr. Wong On-tung	ontung@cuhk.edu.hk

Special coach service will be arranged for residents in the afternoon of 1 September 2024:

Route 1:	University Station Entrance Piazza (Route No 2 Bus Stop) →ASR, BH →HSH, CCHH Schedule: 12:00, 1:00, 2:00, 3:00, 4:00, 5:00, 6:00 (pm)
Route 2:	University Station Entrance Piazza (Route No 2 Bus Stop) →HSH, CCHH →ASR, BH Schedule: 12:30, 1:30, 2:30, 3:30, 4:30, 5:30 (pm)

B. Check-in Procedures

Residents will be required to present the CU Link cards, fill in a registration form and submit one recent photo (with name, dept./year and student ID written on the back). Room keys will be issued upon completion of the procedures required.

C. Hostel Assignment

1. Room allocation is done by computer draws.
 2. Communications are encouraged among residents from different faculties and year of studies.
 3. Consideration will be given to residents with special needs.
 4. All final-year residents are eligible to apply for single rooms in Bethlehem Hall except those using special quota for admission. The allocation will be done by computer draws.
- *Successful applicants should report to the College Dean of Students' Office immediately if their hostel scores are incorrect. In case of dispute, the Working Committee on Selection of Resident Students has the right to re-allocate the hostel places within two weeks of admission. No refund of any kind will be made.

D. Payment Arrangement

Successful applicants are required to pay the hostel fees together with the tuition fees at the beginning of the new academic year. Students are also required to pay a Residents' Association fee HK\$40 and a refundable deposit HK\$1,000. Billing notification will be issued by the Finance Office of the University to residents by emails. Please follow the payment due date.

The residential term for 2024-2025 will start from 1 September 2024 to 16 May 2025.

Term 1 residential period: September 1 to December 27, 2024. Term 2 residential period: January 2 to May 16, 2025.

	2024-2025 Hostel Fee (paid in two installments)
Standard Room	\$16,522
Converted Room	\$11,563
Single Room	\$21,476

Air-conditioning fees will be charged on a progressive basis, and the usage hours will be recalculated at the beginning of each semester.

Hour	Charge per hour (HK\$)
First 140 hours	\$1.3
141st – 280th hours	\$1.7
281st hours or more	\$2

Penalty will be imposed on damage done to any properties that belong to the hostel by deducting the hostel deposit, the remaining balance will be refunded at the end of the residential period.

E. Rules for using Electrical Appliances

1. Residents should not use sizeable electrical appliances such as micro-wave, ovens etc. in student bedrooms.
2. Residents intending to use sizable electrical appliances should obtain agreement from their roommates first and get approval by the warden.
3. For the sake of the hostel's collective interest, the size of a TV set and the height of a refrigerator to be used should not exceed 24" and 30" respectively and a heater should be 1,000W or below. A surcharge of HK\$280 per year will be imposed on each appliance which has been permitted by wardens for use.
4. All electrical appliances must meet the safety standards of the Electrical & Mechanical Services Department. Violators will be required to pay a fine of \$840 for each non-approved item.

F. Student Hostel Regulations

Residents must always pay attention to and follow the [student hostel regulations](#). Please read the regulations carefully. For those who violate the regulations, relevant penalties will be imposed.

August 2024