

## **General Information on Student Residence Application** **(For full-time UGC-funded undergraduates)**

You should read carefully and thoroughly the information below before submitting the Student Residence application. You should contact the Student Accommodation Section if any enquiries or clarifications are needed. Failure to comply with the Student Residence application procedures and to provide correct and complete information may lead to disqualification of Student Residence application or delay in the process of the Student Residence application.

### **Special Attention for 2024/25 Student Residence Application**

You are requested to pay attention to and take into consideration of the following notes and make sure that you understand and agree with them before you submit your student residence application. No refund or any forms of compensation will be considered arising from such situations and arrangements below.

1. The Undergraduate Halls is undergoing major external wall repair and fixing works in 2024/25, during which scaffolding will be erected to cover the entire North Tower of the Undergraduate Halls and the North Tower will be closed. Nuisances such as noise, dust and smell will inevitably be caused.
2. The construction of [Jockey Club Campus of Creativity \(JC3\)](#) is underway from 7 am to 7 pm from Mondays to Saturdays, except Sundays and public holidays. During the construction period, **nuisances such as noise, dust and smell will inevitably be expected**. Mitigation measures will be taken by the Estates Office to minimize the nuisances incurred by the major repair and maintenance at the Undergraduate Halls and construction of JC3 as far as practicable. Residents are advised to close windows of their rooms to alleviate nuisances as appropriate. Your continued understanding and patience will be greatly appreciated. **Please contact the Estates Office should you have further questions.**
3. **Facial Recognition System for access control will be implemented in the Village CARE around the First Quarter of 2025. The current protocols would be strictly adhered to protect personal data and the privacy of staff, residents, visitors and outsourced workers of the Student Residence. Further details will be released in due course.**
4. Residents who check out late from the Hostels after their designated latest check-out date will be recorded **16 demerit points and disqualified for student residence application with immediate effect until graduation**. A **late check-out penalty of \$600** will be charged per day after the stipulate latest check-out time until the check-out procedures are completed.
5. Students with special circumstances can apply for late check-out 2 weeks before the mass check-out. The late check-out application result will be released 3 days before the mass check-out date. An **approved late check-out administrative fee of \$200\* per night** shall apply to all approved cases. A student can request for late check-out for **no more than 3 nights**.
6. **Visitation in the Undergraduate Halls will be suspended** on the Mass Check-out Date and the following 5 days.

By completing and submitting the Student Residence application, you acknowledge that:

1. you have read, understood, and agreed the terms and conditions of the Student Residence application contained herein;
2. agree to abide by the relevant rules of the Student Residence including the [Terms and Conditions](#), [Hall Rules and Residents' Code](#) of the Undergraduate Halls and Village CARE, and any other rules that the University may prescribe and issue from time to time which it deems necessary for the management of the Student Residence.
3. the rules referred to in 2 above may include safety and health measures aimed at protecting the University's community and all users of Student Residence services and their residents.

### **Eligibility for the Student Residence**

#### A. Housing Policy

University Grants Committee (UGC)-funded full-time local undergraduate students will have the opportunity to experience one year of hostel life in University accommodation during their studies at the University. Please click [HERE](#) for Housing Policy.

#### B. Student Status

Students must possess a student status of "[Normal Study](#)" as defined by the Academic Registry during the stay in the University Accommodation. You may check your student status in BUniPort > Profile > Personal Particulars & Study Record. Students who cease to be classified as "Normal Study" (e.g. taking an internship, suspension of study or leave of absence) will no longer be eligible for University Accommodation and will be required to check out of the Student Residence.

#### C. GPA Requirements for Residents with Second Semester 2024/25 Student Residence

Offer Only: Nov 2024 (Except Freshmen and Final Year Students who never resided in the Student Residence)

All residents with Second Semester student residence offer only (except Freshmen and Final Year Students who never resided in the Student Residence) will need to obtain a **minimum semester GPA of 2.0 or above for the First Semester of 2024/25**. Those who fail to do so will still be allowed to stay in the Student Residence but their Student Residence application for Residential Year 2025/26, if any, will be subject to a **minimum semester GPA of 2.0 or above for the Second Semester of 2024/25**. For residents who fail to obtain a minimum semester GPA of 2.0 or above for the First Semester of 2024/25 **AND** a minimum semester GPA of 2.0 or above for the Second Semester of 2024/25, **their student residence applications for Residential Year 2025/26 will not be considered**.

#### D. Extra marks for GPA

Student Residence applicants with the following semester GPA in their immediate past semester will be awarded extra admission marks:

Semester GPA of 2.70 – 2.99, extra 3 marks will be awarded

Semester GPA of 3.0 or above, extra 5 marks will be awarded

## Student Residence and Residential Education

*(Village CARE) Theme based Residential Education –Vision & Mission*



The Village CARE comprises 4 Residential Colleges with the vision to offer the best learning experience for students in a residential setting, delivering transdisciplinary academic excellence in a caring, creative, and global culture. The South & East Blocks have commenced operation and the North & West Blocks will be available for accommodation from Semester 2, 2024/25.

Requirements for Residents in Residential Colleges

- (1) Residents are required to attend at least one High Table Dinner each semester.
- (2) Each College will organize activities aligned with its theme, and residents are required to participate.
- (3) Residents' involvement, performance and attendance in College activities will be taken into consideration and affect their applications as returning students to the Student Residence in the future.

The College Themes are:

College	Theme
College 1 (South Block, SVC)	Community Services Leadership
Lo Siu Tong College (West Block, WVC)	Arts and Culture
College 3 (East Block, EVC)	Sportsmanship and Wellness
College 4 (North Block, NVC)	Purpose-driven Innovative Business and Entrepreneurial Mindset

Upon completion of their living learning experiences at Village CARE, students will:

- Demonstrate intrapersonal awareness, personal wellness & interpersonal lifestyle indicative of whole person development;
- Actively pursue academic learning, both in depth and breadth, showing a capacity for independent lifelong learning;
- Actively and responsibly engage in the community – from Village CARE to the community, both local and global;
- Solve problems creatively and with critical thinking; and
- Be effective leaders and members in transdisciplinary and culturally diversified teams.

*(Undergraduate Halls) Whole Person Education – Living-learning Community*



The Undergraduate Halls is composed of the North and South Towers with 4 Halls. They provide a total of 1,770 places for full-time UGC-funded undergraduate students. Due to the major external wall repair of the North Tower in 2024/25, the North Tower will be closed, and all 4 Halls will be located in the South Tower. The total number of student residence places will be reduced to 885.

The University believes in holistic education. Hall life forms an integral part of it. Through the daily interaction with people, we believe you will learn to develop your independent thinking, critical mind and social consciousness. Hall is not merely a place to live in, but also a living-learning environment where you would develop different kinds of life skills, hobbies and aspirations.

Halls		Hall Motto	
<u>C.N. YANG Hall</u>	楊振寧堂:	Hall with a Heart	修身養性，心及天下
<u>Y.P. CAI Hall</u>	蔡元培堂:	Grow in Excellence	邁向卓越
<u>S.R. ZHOU Hall</u>	周樹人堂:	Aide Sans Frontieres	跨越界限，關懷社稷
<u>C.L. SOONG Hall</u>	宋慶齡堂:	Living, Learning, Giving	學海人生，奉獻精神

### **Residential Period for Semester 2, 2024/25**

Successful Student Residence applicants for Semester 2, 2024/25 are to be offered Student Residence places from **10 Jan – 21 May 2025 (Freshmen) / 22 May 2025 (All students except Freshmen)**, both nights inclusive. *Students are to check out by 12noon or 3pm on 22 or 23 May 2025 subject to further arrangements by the management office, which would be announced no later than one month before the check-out date.*

### **Application Result Announcement**

<b>Event</b>	<b>Time/ Date</b>	<b>Channel</b>
Submit online Student Residence application	5 (12 noon) –14 November 2024 (HK Time)	<a href="#">HERE</a>
Application Result announcement*^	2 Dec 2024 (5pm)	
Room Assignment announcement	6 Jan 2025 (5pm)	

*\* Successful applicants will be deemed to have stayed in the Student Residence during the offer period.*

*^ Starting from the year of 2021/22, residents' behaviours (e.g. late check-out) that are subject to disciplinary actions or record of demerit points in any Residential Year will be taken into consideration in the approval of the student residence application in the following year. Notwithstanding the announcement of student residence application result for non-local students by early May, in the event of a successful student residence applicant's involvement in any disciplinary cases after the announcement of the student residence application result, the Management of Student Residence reserves the right to withdraw and rescind the student residence offer subject to the decision of the Student Residence Disciplinary Panel on such disciplinary cases.*

### **Preference on Student Residence, Room Type and Roommate**

- 1) You need to rank your Student Residence/room type preferences carefully in the application.
- 2) You may indicate up to 1 preferred roommate\* in the application. For applicants who select Undergraduate Halls' 3-person room, they may indicate up to 2 preferred roommates.
- 3) If you and your preferred roommate(s) are successful in the Student Residence application, you will be grouped together and share the same random number in the Student Residence/room type assignment process. Applicants who do not have preferred roommates will also be given unique random numbers. All applicants will be assigned to their respective preferred Student Residence/room type based on the order of this random number. Please note that random numbers are given regardless of your student residence marks.
- 4) Choices of Student Residence, floors, room type and roommates will be met only as far as practicable.

\*Note: Your roommate pairing request will NOT be successful (you will be assigned a roommate randomly) if:

- a) your preferred roommate(s) does not complete the application;

- b) your preferred roommate(s) does not choose you as preferred roommate;
- c) your preferred roommate(s) chooses another student(s) to be his/her preferred roommate(s); OR
- d) another student chooses you or your preferred roommate(s) to be his/her preferred roommate(s)

**Possibility of Room Relocation**

For the sake of efficient utilization of resources and to facilitate timely repairs to the rooms, the Management of Student Residence reserves the right to relocate residents to other rooms within the Student Residence by normally serving the latter at least five days' notice in advance.

Room change can only be requested during the specified application period (applicable to the Undergraduate Halls only):

Semester 2 Intake: 2 weeks after offer start date to 15 Feb 2025

Please approach your respective Residential Life Officer for application, subject to approval of the Management of Student Residence (applicable to the Undergraduate Halls only).

**Student Accommodation Fees and Payment (\*Payment Period: 5-11 December)**

Student Accommodation Fees for students are to be paid in one installment and are NOT transferrable or refundable. Student Accommodation Fees for 2024/25 2nd Semester are listed below for reference:

Student Accommodation Fees for 2024/25 2nd Semester at the **Village CARE**:

Lodging Fees	Local Students (Freshmen)	Local Student (Non-Freshmen)	Non-local Students (Freshmen)	Non-local Students (Non-Freshmen)
2-person room in a 4-person unit	\$10,837.2	\$10,919.3	\$13,569.6	\$13,672.4

Student Accommodation Fees for 2024/25 2nd Semester at the **Undergraduates Halls**:

Lodging Fees	Local Students (Freshmen)	Local Student (Non-Freshmen)	Non-local Students (Freshmen)	Non-local Students (Non-Freshmen)
2-person room in a 4-person unit	\$8,329.2	\$8,392.3	\$10,441.2	\$10,520.3
2-person room in a 5-person unit	\$7,920.0	\$7,980.0	\$9,886.8	\$9,961.7
3-person room in a 5-person unit	\$6,006.0	\$6,051.5	\$7,524.0	\$7,581.0

*\* In addition to lodging fees, all residents need to pay Caution Money (\$1,000) and other miscellaneous fees as appropriate.*

Details of the Lodging fees are as follows:

- Lodging fees paid are not refundable (except Caution Money) nor transferrable even if the applicant withdraws study from HKBU.
- Applicants should settle the Lodging Fees on or before 11 Dec 2024.
- The \$1,000 Caution Money is refundable to residents only after completion of the committed lodging period, less any restitution charges for damage or loss of properties and keys and late check-out. For residents checking out during semester break or before the last day of class of semesters or during semester break, a \$100 administrative fee will be deducted from the Caution Money before refund.

### **Miscellaneous Fees and Charges**

Please click [HERE](#) for the List of Miscellaneous Fees and Charges.

### **Octopus Card for Air Conditioning and Laundry Service**

#### Undergraduate Halls

Residents can charge up the **air conditioner in their rooms** and the **laundry machines on 1/F** by **Octopus Card or via "Student Hostel Payment" at HKBU Mobile App**.

#### Village CARE

Residents can charge up the **air conditioner, other utility payments in their room and laundry machines on 9/F (for East Block & South Block) or 14/F (for North Block & West Block)** by **Octopus Card**.

Applicants for Village CARE should take note that, in addition to the in-room air-conditioning, other electricity consumption within their bedrooms and units/apartments will be charged based on a user pay principle.

Details of obtaining the Octopus Card is available [HERE](#)

### **Check-in Procedures**

The earliest check-in date is **10 Jan 2025** (10am – 6pm). No early check-in will be considered since rooms will NOT be available earlier. Please click [HERE](#) for check-in procedures.

### **Late Check-out Penalty**

Residents who check out late from the Halls after their designated latest check-out date will be recorded **16 demerit points** and **disqualified for hall application with immediate effect until graduation**. A **late check-out penalty of \$600** will be charged per day after 12 noon of each late check-out day until the check-out procedures are completed.

Students with special circumstances can apply for late check-out 2 weeks before the mass checkout. The late check-out application result will be released 3 days before the mass check-out date. An **approved late check-out administrative fee of \$200 per night** shall apply to all approved cases. A student can request for late check-out for **no more than 3 nights**.

**Visitation in the Halls will be suspended** on the Mass Check-out Date and the following 5 days.

### **Works within or in proximity to the Student Residence**

You are informed and shall acknowledge that the University is almost constantly undertaking works to maintain, enhance and develop its campus and all its facilities, and these works may include but are not limited to construction, renovation, remedial works, repair and maintenance, improvement works or other similar works in whatsoever nature (the Works). These Works may be carried out within or in the proximity of the Undergraduate Halls and Village CARE. While the Estates Office will, as far as practicable, take reasonable measures to minimize the inconvenience and disturbance caused by the Works, you should acknowledge that total removal of such inconvenience and disturbance may not be possible, and they shall agree to waive irrevocably any claim for refund of hall fees, or any right to seek compensation for any loss or damage directly or indirectly arisen out of any inconvenience caused to or suffered or sustained by them as a result of the Works.

Your attention is hereby drawn to the following Work(s) during the Residential Year of 2024/25. You shall take this into consideration before submitting the application, accepting the student residence offer and paying the student accommodation fees.

- Façade Enhancement Project at Undergraduate Halls
- Construction of the Jockey Club Campus of Creativity
- Government Project at Renfrew Road – Construction of Special Schools

### **Arrangement on Special Circumstances**

If there are uncontrollable circumstances and the University makes related announcements, like asking students not to come back, delaying the check-in date or evacuation of the Hostels, refund of lodging fees, if justifiable, can be made at most on a pro rata basis. However, the above suggestion of a possibility of refund by no means constitute a guarantee. You should consider this when you decide on lodging fees payment.

You may also note that under very special circumstances, the Management of Student Residence will need to relocate residents to other rooms / floors / residential facilities for various purposes, such as to accommodate urgent repairs and renovations, consolidation in low seasons, quarantine for health protection, etc. You are reminded to consider such possibilities before accepting our offer of residence place.



## **Data Privacy**

All personal data collected and retained will be used for processing applications, statistical analysis, management of student residence including the enforcement of all its related rules, promotion of activities and notifications, contacting residents and their parents/guardian in case of emergency and such other purposes permissible under the Privacy Policy Statement and Personal Information Collection Statement of the University. Please click [HERE](#) for details. You have the right to access to or correct your personal data kept by the University by logging into the University Cyber Port System (BUniPort) and contacting the relevant Departmental Personal Data Privacy Manager.

## **Enquiry**

Office: Undergraduate Halls, Office of Student Affairs, Hong Kong Baptist University  
Address: Room G4, Undergraduate Halls, 5 Baptist University Road, Kowloon  
Tong, Kowloon

Phone: (852) 3411 2600

Fax: (852) 3411 2757

Email: [accm\\_ug@hkbu.edu.hk](mailto:accm_ug@hkbu.edu.hk)

Website: <http://sa.hkbu.edu.hk/sas/>