

## **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.

### **1. 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.

- 2.** 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.
- 3.** 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.**
- 4.** To protect the safety and security of residents, **CCTV Surveillance Cameras will be installed in the public areas** of the Undergraduate Halls in 2024 Summer. The current protocols on the operation of CCTVs would be strictly adhered to protect personal data and privacy of staff, residents, visitors and outsourced workers of the Halls.
- 5.** 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.
- 6.** 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**.
- 7. Visitation in the Undergraduate Halls and Village CARE 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:

- you have read, understood, and agreed the terms and conditions of the Student Residence application contained herein;
- 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.
- 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**

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.

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.

### **Residential Education**

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

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.

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

To offer the best learning experience for students in a residential setting, delivering transdisciplinary academic excellence in a caring, creative, and global culture. To enable student residents to care for the common good of humankind by addressing creatively the local and global challenges through its transdisciplinary thematic curricular and co-curricular programmes in the residential setting.

## **Student Residence**

### **Undergraduate Halls**

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.

<b>Halls</b>		<b>Hall Motto</b>	
<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

### **Village CARE**

The Village CARE comprises 4 Residential Colleges and will open by phases in 2024/25. The South Block (Block 1) and East Block (Block 3) are available for accommodation from June 2024.

<b>Colleges</b>		<b>Themes</b>	
South Block (Block 1, SVC)		Community services leadership	行德臻善
East Block (Block 3, EVC)		Sportsmanship and Wellness	力強志剛

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.

### **Miscellaneous Fees and Charges**

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

## **Residential Period for 2024/25**

Successful Student Residence applicants for 2024/25 are to be offered Student Residence places for full Residential Year from **28 August 2024 to 21 May 2025**, both nights inclusive. *Students are to check out by 12noon or 3pm on 22 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 and Appeal**

<b>Event</b>	<b>Time/ Date (all in 2024)</b>	<b>Channel</b>
Submit online Student Residence application	15 (3pm) – 17 August (HK Time)	<a href="#">HERE</a>
Payment Deadline of Student Residence Deposit	17 August	N/A
Application Result announcement*^	23 August (5pm)	<a href="#">HERE</a>
Room Assignment announcement	26 August (5pm)	
Online Student Residence Appeal Application	Before 5pm, 29 August	<a href="#">HERE</a>

*\* 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.*

Note: Applicants on the waiting list and unsuccessful applicants may submit an Appeal Application on or before **29 Aug 2024, 5pm**. Late submission of appeal application will NOT be considered. Online Student Residence Appeal Application form is available [HERE](#).

### **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 (Applicable to Undergraduate Halls only)**

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:

Semester 1 Intake: 2 weeks after offer start date to 30 Sep 2024;

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.

### **Student Accommodation Fees and Payment**

The **normal** lodging period for the Residential Year 2024/25 is from 28 Aug 2024 to 21 May 2025, both nights inclusive. Student Accommodation Fees for students with Full Year hostel offer are to be paid by two approximately equal installments and are NOT transferrable or refundable.

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

Lodging Fees	1 <sup>st</sup> installment	2 <sup>nd</sup> installment	Total
2-person room in a 4-person unit	\$8,518.5	\$8,329.2	\$16,847.7
2-person room in a 5-person unit	\$8,100.0	\$7,920.2	\$16,020.0
3-person room in a 5-person unit	\$6,142.5	\$6,006.0	\$12,148.5

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

Lodging Fees	1 <sup>st</sup> installment	2 <sup>nd</sup> installment	Total
2-person room in a 4-person unit	\$11,083.5	\$10,837.2	\$21,920.7

*\* In addition to lodging fees, all residents need to pay Caution Money (\$1,000) and Orientation Fee (\$300) in the 1<sup>st</sup> installment.*

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 (except for those who transferred to another JUPAS program due to successful appeal of HKDSE results)
- Applicants should settle the first installment of Lodging Fees on or before 3 Sep 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
- All first-time residents (except exchange students) will be charged a \$300 Orientation Fee.
- For waitlisted and unsuccessful applicants, **refund of Student Residence Deposit (if applicable) will be arranged only via autopay to the Hong Kong bank account as you provided in the BUniPort. You are responsible to ensure the bank account information is correct. Failure to do so by the stated deadline (i.e. 16 September 2024) will result in forfeiture of Student Residence Deposit. User guide on how to update bank account information is available [HERE](#).**

## **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 (South Block & East Block)

Residents can charge up the **air conditioner, other utility payments in their room and laundry machines on 9/F** 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](#)

### **Please note the following important dates:**

<b>Deadline</b>	<b>Details</b>
17 Aug 2024	Deadline for payment of Student Residence Deposit (for local freshmen)
3 Sep 2024	Deadline for payment of first installment of lodging fees
Mid-Nov 2024	Deadline for payment of second installment lodging fees
22 Dec 2024	Latest check-out date for those who fail to settle the second installment

Successful applicants who fail to pay the Lodging fee before deadline or check in within 7 days from the first day of the residential period will result in cancellation of Student Residential offer and will be deemed to have stayed in the Student Residence during the Student Residence offer period in their future Student Residence applications.

You should keep good custody of the proof of your payment and be able to present it upon request. Please click [HERE](#) for payment method.

You should settle the student residence charges (e.g. lodging fee, restitution charges, penalties etc) on time. If you have not settled any outstanding charges of the student residence in your final year of study, your graduation certificates may be withheld until all the outstanding charges are settled.

### **Check-in Procedures**

The earliest check-in date is **28 Aug 2024** (10am – 6pm). No early check-in will be considered since rooms will NOT be available earlier. Please click [HERE](#) for check-in procedures.

### **Orientation Activities**

All new residents shall participate in the orientation activities organized by individual Hall or College in early September. Details will be announced later.

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

You are informed that 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:

The construction of the Jockey Club Campus of Creativity (JC3), which is next to the Undergraduate Halls and is expected to be completed in 2024/25.

The construction of Special Schools at Renfrew Road which is next to the Undergraduate Halls and Village CARE and is expected to be completed in 2026/27.

### **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**

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