

**HONG KONG BAPTIST UNIVERSITY**  
**Office of Student Affairs**

**Guidelines on Application for Housing Subsidy 2023-24**

**1. Introduction**

With a view to offering accommodation support to the non-local undergraduate students who have to move out from the Student Residence Halls (“SRH”) upon completion of first year of studies, the University, apart from reserving some bed places at Dr. Ng Tor Tai International House (“NTTIH”) for these students, offers the financially needy students housing subsidies.

**2. Eligibility**

UGC-funded full-time non-local undergraduate students who have to move out from the SRH upon completion of their first year of studies and are successfully offered bed places at NTTIH in 2023-24.

**3. Selection Criteria**

The housing subsidy will be granted according to the following criteria:

- 3.1 Financial hardship;
- 3.2 Outstanding academic achievements; and
- 3.3 Contributions to the University.

*Remarks: a) Higher weighting will be given to financial hardship.*

*b) Supporting documents must be provided.*

**4. Amount of Subsidy**

The amount of subsidy, up to 70% of the total accommodation package fee, will be deducted from the accommodation package fee. In other words, a successful applicant is only required to pay the balance of the accommodation package fee.

## 5. Application Procedures

Application Period	13 Mar 2023 (Mon) to 24 Mar 2024 (Fri)
Documents Required*	a. Application Form for Student Residence at NTTIH and Application Form for Housing Subsidy ( <i>Note: online form will be sent to eligible students by email</i> ); b. Relevant supporting documents uploaded to the online application platform.
Result Announcement	By email on 5 May 2023 (Fri)

*\*As being offered a bed place at NTTIH is a prerequisite for an eligible student to be granted housing subsidy, interested students have to forward both online application forms for student residence and housing subsidy.*

## 6. Settlement of Subsidized Accommodation Fee

A successful applicant must settle the fees including accommodation fees, caution money and an annual student activity fee in a lump sum by the specified deadline. Failure to settle the payment before deadline will result in forfeiture of the bed place offered.

## 7. Important Notes

- 7.1 Any late submission and / or incomplete application will not be considered.
- 7.2 Submission of application form does not guarantee that housing subsidy shall be granted.
- 7.3 Vice-President (Teaching and Learning) or his/her designated personnel has the approving authority over all special cases of application.
- 7.4 The University reserves all the rights of final decision on approval of housing subsidy.

*Updated on 10 February 2023*