

General Information on Hall Application

Hall applicants should read carefully and thoroughly the information below before submitting the Hall application and should contact the Undergraduate Halls for any enquiries or clarifications. Failure to comply with the Hall application procedures may lead to disqualification of Hall application or delay in the process of the Hall application.

Please pay special attention to the last 2 pages of this General Information about [Special Arrangements on fighting against COVID-19](#)

Eligibility for the Undergraduate Halls

UGC-funded full-time non-local undergraduate students will be provided with hostel places in the University accommodation in their first year of studies. In their second year of studies, students can apply for the University accommodation, subject to availability. No University accommodation will be provided starting from their third year of studies.

Non-local undergraduate students who are recipients of a Full Admissions Scholarship will be provided with University accommodation throughout their studies. This is not applicable to recipients who have been denied renewal of their scholarships by the University Scholarship Committee. 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 Student Halls. 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 or suspension of study) will no longer be eligible for student accommodation and will be required to check out of the hall

Hall Life Education

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.

Undergraduate Halls

The Undergraduate Halls is composed of the North and South Towers with 4 Halls. They provide a total of 1,736 places for full-time UGC-funded undergraduate students. Please click [HERE](#) to visit our Undergraduate Halls website to know more about us.

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

* Due to the COVID-19, some hall places may be reserved for contingency in the Residential Year 2021/22

Application, Result Announcement and Appeal

Event	Time	Channel
Submit online Hall application	9 – 23 July	Online
Application Result + Hall/Room type assignment announcement*	Mid-August	Email
Room Assignment announcement	Upon check-in	Check-in

* Successful Hall applicants will be deemed to have stayed in the Hall during the offer period.

Residential Period

Full Year Hall Offer in 2021/22: 27 Aug 2021 to 19 May 2022 (check out by 12 noon on 20 May 2022)

Information on hall application for non-local students is available [HERE](#). The information provided in your hall application must be correct and complete. Your submission of hall application also implies that you agree to abide by the [Terms and Conditions, Hall Rules and Residents' Code](#) of the Undergraduate Halls.

Possibility of Room Relocation

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

Room change is not accepted in the first month after check-in. Residents may apply for room change 1 month after check-in by approaching their respective [Resident Community Officer](#) for application, subject to approval of the Hall Management.

Hall Fees and Payment

The **normal** lodging period for the Residential Year 2021/22 is from 27 Aug 2021 to 19 May 2022, both nights inclusive. Hall Fees for students with Full Year hall offer are to be paid by two approximately equal installments and are NOT transferrable or refundable.

Lodging Fees	1 st installment	2 nd installment	Total
2-person room in a 4-person unit	\$8,006.6	\$8,006.6	\$16,013.2
2-person room in a 5-person unit	\$8,006.6	\$8,006.6	\$16,013.2
3-person room in a 5-person unit	\$7,793.8	\$7,793.8	\$15,587.6

* In addition to lodging fees, all residents need to pay Caution Money (\$1,000), Orientation Fee (\$300) and Program Fee (\$100) in the 1st installment.

^In Residential Year 2021/22, all 3-person room in a 5-person unit (3-5 room) will be assigned 2 residents only. As such, the lodging fee of 2-person room in a 5-person unit (2-5 room) will be charged at the same rate as 2-person room in a 4-person unit (2-4 room); while the lodging fee for 3-person room in a 5-person unit will be charged at an average rate of 2-4 room and 2-5 room.

Details of the Hall fees are as follows:

- Hall fees paid are not refundable (except Caution Money) and transferrable.
- **Successful applicants must settle the hall fees payment before the payment deadline.** If the payment deadline is lapsed, the hall place offered to you will be cancelled and you will need to check out accordingly.

- 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. For residents checking out before the last day of class, a \$100 administrative fee will be deducted from the Caution Money before refund.
- For freshmen and returning students, except exchange students, who have not resided in the Halls before, an Orientation Fee of \$300 will be collected.
- A \$100 Program Fee* is collected on behalf of Hall Councils for their organization of hall life activities. **Please contact the respective Hall Council for any enquiries on Program Fee.**

Footnote on Programme Fee*

The Hall Council of each Undergraduate Hall is a hall residents' body led by elected student representatives of the residents of the relevant hall. Each Hall Council organises hall life activities for its hall residents, and the Hall Councils collectively may also organise joint activities among the halls. Participation in hall life activities is voluntary and the opportunity to participate is offered to all residents of the Undergraduate Halls.

As part of the funding required for organising the hall life activities, a programme fee is levied on hall residents who are interested in participating (the Programme Fee). This fee charged on an annual basis is collected by the University on behalf of the Hall Councils. All the collected Programme Fees will be transferred to respective Hall Council.

Your payment of the Programme Fee on or before the Due Date shall constitute your acceptance to participate in the hall life activities organised by the Hall Councils, and your consent for the Hall Management to share with Hall Councils your name, student number, phone number, email and room number at the Undergraduate Halls for the purpose of communicating with you on hall life activity-related matters. If the Programme Fee is not received by the Undergraduate Halls on or before the Due Date, the Undergraduate Halls and the Hall Councils will consider that you do not wish to participate in any hall life activities organised by the Hall Councils. For details and questions regarding the Programme Fee, please contact the respective Hall Council.

Please note the following important dates:

Deadline	Details
Mid-Nov 2021	Deadline for payment of second installment Hall fees
28 Dec 2021	Latest check-out date for those who fail to settle the second installment

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

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

Miscellaneous Fees and Charges

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

Check-in Arrangements

The earliest check-in date is **27 Aug 2021 (10am – 6pm)**. **No early check-in will be considered** since rooms will NOT be available earlier. In case you need to arrive Hong Kong earlier than **27 Aug 2021**, you are advised to plan ahead for your own accommodation. Please click [HERE](#) for check-in procedures.

You should complete the online Hall Health Declaration Form and the In-room Item Confirmation in the University Cyber Port System (BUniPort) within 2 days after check-in. Details will be sent to your HKBU email.

Octopus Card for Air Conditioning and Laundry Service

Residents could charge up the **air conditioner in their rooms** and the **laundry machines on 1/F** by **Octopus Card ONLY**. Residents are strongly advised to obtain an Octopus Card **before checking in** to the Hall. Details of obtaining the Octopus Card is available [HERE](#)

Hall Orientation Activities

All new residents shall participate in the Hall orientation activities organized by individual Hall by late August. Details will be announced later.

Special Concern on your Hall Offer for 2021/22

The construction of the Jockey Club Campus of Creativity (JC³), which is next to the Undergraduate Halls, is underway. It is expected to be completed in 2023/24. While the Estates Office will take mitigation measures to minimize the inconvenience incurred as far as practicable, construction noise, dust, smell are expected intermittently during the course of construction. You are advised to take this into consideration when you accept this hall offer and pay the hall fees. Hall fees will not be refunded due to the construction works of the JC³.

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 halls, refund of hall 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 hall fees payment.

You may also note that under very special circumstances, the Hall Management 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 you accept our offer of residence place.

Data Privacy

All personal data kept and collected will only be used for processing applications, statistical analysis, contact information of Hall residents and their parents/guardian in case of emergency and such other purposes permissible under the Personal Data (Privacy) Ordinance. 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). Please click [HERE](#) for information on the Privacy Policy of the University.

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

Special Arrangement on Fighting COVID-19

A. Arrangement on Compulsory Quarantine(CQ) Accommodation upon arrival in Hong Kong BEFORE checking-in to the Undergraduate Halls

Before you move in, you should have cleared all the quarantine requirements and COVID-19 tests, if any, stipulated by the Government of HKSAR. Detailed information provided by the Government of HKSAR is available [HERE](#).

In Residential Year 2021/22, non-local students who come to Hong Kong for the first time will be assisted by the Office of Student Affairs (SA) to arrange accommodation for CQ. As the provision of quarantine hotels is very limited in August, please indicate [HERE](#) as soon as possible if assistance from SA is required **no later than 23 July 2021 (deadline of Hall application)**. Otherwise, please arrange quarantine accommodation on your own.

(1) Hotel Reservation for CQ

Hotel Room Charge of hotels reserved by the University (excluding meals and other fee-based services) will be subsidized as follows:

1. You should pay the minimum of HK\$200 per night for the hotel room charge.
2. Any amount of the hotel room charge beyond HK\$200 per night, capped at HK\$250, will be subsidized by the University.

Meal plan (3 meals per day) of the government's designated hotels reserved by the University will be subsidized as follows:

1. 50% of the charge of meal plans per day, capped at HK\$150, will be subsidized by the University.

Details of the University Travelling Contractor will be announced in due course. Please reserve a hotel place with the travelling contractor at least 10 days in advance in order to secure a place.

(2) Payment of Quarantine Hotel Room Charge & Meal Plan Fee

Hotel room charge and meal plan fee (if any) will be prepaid by the University. You are required to settle the quarantine hotel room charge & meal plan fee after Hall check-in. A debit note will be posted on your BUniPort shortly after check-in and you are required to settle the payment within 2 weeks. You will also receive a separate notice about hall fee payment by that time. For details, you may refer to the information on our website [HERE](#). Please note that if you withdraw from HKBU after or during the course of CQ, you will be responsible for the full fees of hotel room charge and meal plan (if any).

(3) Subsidy for Compulsory Quarantine

UGC-funded full-time students who (i) are Hall/NTT residents in 2021/22; (ii) come to Hong Kong for the first time, (iii) are asked to reserve a hotel place for CQ via the University Travelling Contractor BEFORE travelling to Hong Kong, and (iv) have proven financial need can apply for a subsidy for CQ (hotel room charge and meal plan if needed, as stipulated by the Government of HKSAR). **Approval of application is not guaranteed and available funding is limited.** The approved amount as informed in (1) is not sufficient to cover the full fee of the compulsory quarantine.

If you meet the above eligibilities and would like to apply for the subsidy (called "CQ Subsidy 1"), you should read the details and submit an online application via [this website](#) of the Scholarship and Financial

Aid (SFA) Unit of SA. Please input the password “BU2122sfaSub” to get access to the application form. The application deadline is 30 July 2021. Late application will not be accepted.

B. Access to Student Residence Halls

After completing the CQ, residents can enter and check in to the Undergraduate Halls, where they can stay in the Halls during their self-monitoring period for further COVID-19 test(s) as required by the government.

Starting from 9 August 2021, students accessing Halls must have received both doses of vaccine for 14 days or more, OR be able to present a negative COVID-19 test result conducted by a Government approved testing laboratory within the past 14 days.

The earliest check-in date for non-local freshmen in Residential Year 2021/22 is 27 August 2021. You are advised to start planning for your travel to Hong Kong.

You may refer to the most updated arrangement by the HKSAR by accessing to the [COVID-19 website](#) of the Center for Health Protection.

C. Joint-Effort to Fight COVID-19

Mask-wearing Requirement

Residents should wear a mask **at all times** in the common areas in the Halls, including but not limited to lifts, hallways, floor lounges, common toilets and laundry rooms. In non-common areas (e.g. bedroom), you should also wear a mask when a guest is present.

Residents who are found not wearing masks in the Halls will first be warned and their student numbers will be recorded. Further penalties, including but not limited to demerit points and suspension of residence, will be imposed on repeated offenders. This requirement will be strictly enforced.

Residents should prepare their own masks. Those who register to get a mask at the security counters will be charged HK\$3 per mask, which will be deducted from the Caution Money. Each resident can only get one mask from the security counters per day. Residents, who do not wear a mask, will be denied entry to the Halls.

Group Gathering Restriction

Group gathering of more than 4 persons in public places is prohibited by law currently. All function rooms on 1/F in the Halls, except the Computer Room, Laundry Rooms, Fitness Rooms and Music Practice Rooms will remain closed. There is also no visitation of the Halls. All measures are effective until further notice.

Hygiene Reminder

While cleaning services have been enhanced, you are reminded to pay attention to your personal hygiene, especially hand hygiene, and monitor your body condition at all times. Health tips on personal hygiene is available at CHP website [HERE](#).

Protocols for any Confirmed COVID-19 Case in the Halls

An [announcement](#) was issued on 31 August 2020 to alert all the hall residents about our quarantine/lockdown protocols in case any of our residents are confirmed with COVID-19. A copy of the

announcement will also be given to all residents when they check in. Please note that all residents must abide by all the protocols and arrangements. Your agreement is assumed once you check in to the Halls. Any violations will be subject to disciplinary actions including but not limited to expulsion from the Halls, suspension of residence and demerit points.

D. Useful Information

[Government COVID-19 Updates](#)

[FAQ on Coronavirus Disease 2019 \(COVID-19\)](#)

[FAQ on New Requirements to Reduce Gatherings](#)

As the COVID-19 situation is highly unpredictable, we should all be prepared that face-to-face teaching might be suspended on short notice due to an upsurge in confirmed cases in Hong Kong or an outbreak on the campus. Subject to the request / advice of the Government, the Halls may be locked down or evacuated. Having said that, the Hall Management will try our best to minimize the interruptions to your stay under such unfortunate circumstances.

Your cooperation is crucial in maintaining the health of fellow residents. Let's join hands to fight the virus!

The University is trying to render assistance to you as far as possible. Please contact us at ughall@hkbu.edu.hk if you come across any problems with the check-in arrangement.