

**Guidelines for Registration at UC Student Hostels (2023-2024)**  
**Second-round Allocation (Freshmen)**

**A. Check-in Date**

Residents of the 2nd round allocation can start to move into their respective hostels from 22 – 26 September 2023 (9:00am – 6:00pm) and complete the check-in procedures. Late check-in should be reported to the respective wardens and the College ([hostel.uc@cuhk.edu.hk](mailto:hostel.uc@cuhk.edu.hk)) with the new check-in date by email at least two working days in advance. Otherwise, the hostel places being assigned will be re-allocated to other students.

**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

**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. Room Allocation**

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.

**D. Payment Arrangement**

The residential term for 2023-2024 will start from the beginning of September 2023 to mid of May 2024. Successful applicants will receive the billing notification issued by the Finance Office of the University by email, including the 1<sup>st</sup> instalment of the hostel fee, Residents' Association fee of HK\$40 and a refundable deposit of HK\$1,000. Please follow the payment due date.

*Hostel fees for 2023-2024 (Settled by 2 instalments)*

Room type	Hostel fee (HK\$)
Standard Room	\$15,886
Converted Room	\$11,118
Single Room	\$20,650

*Air-conditioning fees for 2023-2024*

Usage (Hours)	Charge per hour (HK\$)
First 40 hours	\$1
41 <sup>st</sup> – 80 <sup>th</sup> hours	\$1.2
81 <sup>st</sup> – 160 <sup>th</sup> hours	\$1.5
161 <sup>st</sup> – 240 <sup>th</sup> hours	\$1.8
241 <sup>st</sup> 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. 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 and the surcharge will be deducted from the hostel deposit.
3. 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.  
([https://www.uc.cuhk.edu.hk/wp-content/uploads/student-hostels/Hostel-Regulations\\_Eng.pdf](https://www.uc.cuhk.edu.hk/wp-content/uploads/student-hostels/Hostel-Regulations_Eng.pdf))

September 2023