

Summer Residence 2023
Student Hostel Regulations

1. PRINCIPLES

- 1.1 Warden(s) are appointed by the University and the College. Warden(s) are responsible for upholding and implementing the hostel regulations.
- 1.2 Resident Tutors, guided by the Warden(s), will help to maintain peace, order and good administration of the hostel.
- 1.3 Resident Tutors and hostel staff designated by the Warden(s) are empowered to carry out un-announced room-checks to enforce the hostel regulations.
- 1.4 In cases of dispute, the UC Working Committee on Summer Residence has the right to re-allocate the hostel places. The Committee's decision is final; no appeals will be entertained.
- 1.5 The hostels do not entertain visitors to stay overnight.
- 1.6 Residents should refrain from misbehaving and speaking indecently in such a way that offends good tastes.
- 1.7 Residents should be properly dressed in all public areas of the hostels.
- 1.8 Residents should take good care of all public properties, economize on the use of electricity and water, and keep the hostels quiet, clean and orderly at all times.
- 1.9 Residents should cooperate with the Warden(s), Resident Tutors and hostel staff to maintain a quality hostel life.
- 1.10 Any acute illness, accidents or extraordinary happenings in the hostels should be reported immediately to either the staff on duty, or the Resident Tutor(s) or the Warden(s).
- 1.11 No storerooms, except through special arrangements, are provided for residents in the hostels. Residents' personal belongings should be safely kept in their own rooms. The College or the hostel(s) is (are) not responsible for any loss or damage to residents' belongings under any circumstances.
- 1.12 Residents should not have meals in all public areas of the hostels.

2. GENERAL RULES

- 2.1 The following behaviours are strictly forbidden in the hostels. Violators will be dealt with according to the "Disciplinary Action" in Section 4.
 - (a) Smoking (the University campus is smoke-free w.e.f. 1/1/2007);
 - (b) Stealing others' properties, including food in refrigerators;
 - (c) Stealing, including taking away or borrowing, without prior approval from the management or Residents' Associations, any equipment, newspapers, periodicals, game sets or public properties that belong to the hostels;
 - (d) Gambling (including the playing of mahjong, card games etc.);
 - (e) Having hot pots, cooking, burning candles in bedrooms or being engaged in any activities that would constitute fire hazards or trigger off the fire alarm system.
 - (f) Changing the existing circuits, or installing and using any electric appliances other than those permitted by the Warden(s). New application for using sizable electric appliances in student rooms during summer residence will not be accepted. Students who have sought permission to use sizable electric appliances in student rooms during their regular-term residence must re-apply and seek approval from the Summer Warden if they intend to use their electric appliances during summer residence. A surcharge of \$140 will be imposed for each item. 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 item not reported;
 - (g) Storing or use of dangerous items such as pistols, explosives and deadly weapons etc.;
 - (h) Keeping pets;
 - (i) Littering or storing personal belongings in public areas such as the corridors, the stairways or the fire exits;
 - (j) Keeping or consuming hard liquor (liquor with an alcoholic strength of more than 30%);

- (k) Duplicating or lending out room keys to others;
 - (l) Hoisting of banners or wall-mounted items on the external wall of the hostel without prior permission of the Warden(s);
 - (m) Engaging in offensive acts such as video-taping/photographing other people without permission and/or creating disturbances like making excessive noise at night;
 - (n) Any conduct that violates the laws of Hong Kong.
- 2.2 Assigned rooms must not be let or sub-let to others. Room swapping within and between hostels of the College without prior approval from the Warden(s) concerned is strictly prohibited. Violators face immediate expulsion from the hostels; further penalties may be meted out by the College Disciplinary Committee.
 - 2.3 Services are available at the reception counters from 8:30 am to 12:00 mid-night. The hostels do not entertain any long distance calls, or receive any long distance collect calls for residents.
 - 2.4 Residents can use the “CU Link” cards for entry into their respective hostels. Residents should under no circumstances lend the “CU Link” cards to others, tamper with the card reader or disturb the alarm system.
 - 2.5 The hostels provide laundry and drying facilities. Clothes should not be aired in any places other than those specified. Each hostel has established its own laundry and drying system.
 - 2.6 Residents must carefully observe the calendar of the hostel. They must remove all personal belongings from the hostel rooms or other unauthorized areas like common room or corridors at the end of the residential period. A penalty of HK\$160 per day will be imposed on any unclaimed belongings which will be subject to disposal after seven consecutive days. The College or the hostel is not responsible for any loss or damage. In addition, residents are required to pay the clearing and cleaning expenses incurred.
 - 2.7 Residents should ensure that the room and its furniture are in good condition prior to checking out (including any posting or wall-mounted items on the wall which are difficult to clean or causing damage). Hostel deposit will not be refunded and appropriate penalty will be imposed on any damage done accordingly.

3. REGULATIONS GOVERNING VISITORS

3.1. Visitors of the Opposite Sex:

- (a) Except with prior permission from the Warden(s), residents must observe the visiting hours of 11:00am to 11:00pm for guests of the opposite sex in their bedrooms, corridors in dormitory floors and pantries.
- (b) Any violation of regulations by entertaining the opposite sex visitor(s) inappropriately will result in a fine of HK\$600. A written warning will be issued by the Warden(s) concerned.
- (c) Residents receiving visitors of the opposite sex after 11:30pm will be disciplined similar to allowing visitors of the opposite sex to stay overnight.

3.2. Visitors of the Same Sex:

- (a) Residents may entertain visitors of the same sex in their bedrooms or specified public places but in no case later than 11:30pm. Violators will be disciplined similar to allowing visitors to stay overnight.

4. DISCIPLINARY ACTION

4.1. Violation of Visiting Hours of Student Hostels:

- (a) Residents should not invite visitors to stay overnight in hostels. Violators will face immediate expulsion from the hostels without refund of any kind. Warden(s) may refer the case to the College Dean of Students’ Office or the College Disciplinary Committee for appropriate action, depending on the nature and gravity of the offence.
- (b) If the visitors are UC residents, the violators as well as the UC residents involved will be punished according to the clause in 4.1(a).

- 4.2. For Smoking, Keeping/Consuming hard liquor and other General Cases:
- (a) Violation for the 1st time: A written warning will be issued by the Warden(s) and copied to the Dean of Students of the College for record. Warden(s) may refer the case to the College Disciplinary Committee for appropriate action, depending on the nature and gravity of the offence. Non-UC students will be referred to the Deans of Students of the respective Colleges for follow-up action.
 - (b) Violation for the 2nd time: Repeat violators will face immediate expulsion from the hostels without refund of any kind; further penalties may be meted out by the College Disciplinary Committee as deemed appropriate. Non-UC students will be referred to the Deans of Students of the respective Colleges for follow-up action.
- 4.3. All stipulations here in the Regulations should be strictly observed. In case of any violation or any other unstated misbehavior, the Warden(s) may refer the case to the College Disciplinary Committee for appropriate action, depending on the nature and gravity of the offence.

Revised in March 2023

香港中文大學聯合書院

2023年暑期學生宿舍規則

1 原則

- 1.1 舍監由大學及書院委任，負責維護及執行宿舍規則。
- 1.2 住校導師在舍監領導下，分擔宿舍管理工作，協助宿舍維持良好秩序。
- 1.3 住校導師及工友在舍監授權下，可進入宿生房間，以便執行宿舍規則。
- 1.4 書院暑期住宿工作小組可重新編配出現問題之房間及擁有派發宿位之最後決定權，學生不得異議。
- 1.5 暑期住宿不設訪客留宿。
- 1.6 宿生應自律自重，避免有傷風化之庸俗言行。
- 1.7 在會客室、康樂室、閱讀室及其它公共地方，宿生必須衣著整齊。
- 1.8 宿生應愛護公物，節省水電，並時常保持宿舍寧靜、整潔及美觀。
- 1.9 宿生應與舍監、住校導師及工友合作，維持良好住宿環境。
- 1.10 凡遇有急性疾病、意外或任何特殊事故，應速向當值工友、住校導師或舍監報告。
- 1.11 除經特別安排，宿舍不設儲物室予宿生使用，宿生一切物件均須存放於寢室，各自妥為保管。宿生任何財物之損失，書院及宿舍概不負責。
- 1.12 宿生不應在會客室、康樂室、閱讀室、音樂室及宿舍大堂等公共地方用膳。

2 一般規例

- 2.1 宿舍內嚴禁下列行為，故意或惡意違反規則者，將按第4項「懲處制度」處理：
 - (a) 吸煙(大學校園已於 1 / 1 / 2007 起全面禁煙)；
 - (b) 偷竊他人物品，包括雪櫃內之食物；
 - (c) 擅取宿舍或宿生會之書籍、報刊、器具或其他公用設施；
 - (d) 所有賭博活動，如：麻雀、啤牌等；
 - (e) 在房間內打邊爐、煮食、燃點蠟燭或任何妨礙火警預警系統正常操作之行為；
 - (f) 擅自更改電路及裝置，或使用未獲舍監批准之電器。暑期住宿不接受宿生申請在房間放置大型電器，如在正宿時已獲舍監批准使用自攜電器，必須向暑期宿舍監重新申報方可繼續使用，並繳付每件港幣一百四十元。所有自攜電器必須符合政府機電署安全標準。凡使用未獲批准之電器者將被罰款，以每件港幣八百四十元計算；
 - (g) 收藏及使用任何危險品（如氣槍、爆炸品及攻擊性武器等）；
 - (h) 飼養任何寵物；
 - (i) 隨處拋棄垃圾或將雜物放置於走廊及樓梯，堵塞走火通道；
 - (j) 收藏或飲用烈性酒類(酒精濃度高於30%的酒類)；
 - (k) 轉借或重配寢室鑰匙與他人；
 - (l) 未經舍監批准於宿舍外牆懸掛物品；
 - (m) 任何滋擾他人之行為(如未經他人同意進行攝錄、在深夜喧嘩等)；
 - (n) 有違本港法紀行為。
- 2.2 獲分配之房間不得私自轉讓，宿生更換房間或宿舍必須先經舍監批准，違例者將被勒令即時退宿，個案轉交書院紀律委員會處理。
- 2.3 宿舍接待處的服務時間為早上八時三十分至晚上十二時。各宿舍均不提供長途電話接駁服務，亦不會接聽「宿舍付款」之長途電話。
- 2.4 宿生可使用「中大通」咭進入所屬宿舍，惟不得無故妨礙讀咭機及警鐘之正常操作，更不准將「中大通」咭轉借別人。

- 2.5 宿舍內設有洗衣機及晒衣設備。宿生只准在指定地點晾晒衣物。每間宿舍均訂有洗衣及乾衣規則。
- 2.6 宿生須小心遵守住宿期限，住宿期滿時，必須將所有物品搬離宿舍；宿生於住宿期滿後仍將物品留在房內及宿舍其他未經指定地方(如休息室及走廊等)，將被罰款，以每天港幣一百六十元計算。留下物品將被搬離房間，過程中如有任何損壞或遺失，書院及宿舍概不負責。七天之後，宿舍有權將其物品作廢物處理，並要求宿生支付有關之搬運及清潔費用。
- 2.7 若宿生退房時被發現房間設施損壞(包括因張貼或掛飾導致牆壁難於清潔或破損)，宿費不會退回外，宿生亦須負責有關賠償費用。

3 賓客來訪規則

3.1 異性訪客：

- 3.1.1 除獲舍監批准外，宿生只可於上午十一時至晚上十一時邀請異性訪客進入房間、住宿樓層走廊及小廚。
- 3.1.2 凡違反宿舍異性探訪時間規則者，一律罰款港幣六百元，並接受舍監之書面警告。
- 3.1.3 宿生於晚上十一時三十分後接待異性訪客，將按違反異性訪客留宿規則處理。

3.2 同性訪客：

- 3.2.1 宿生可接待同性訪客進入房間或指定之公共地方。惟訪客須於晚上十一時三十分前離去。逾時者按違反留宿規則處理。

4 懲處制度

4.1 違反宿舍嚴禁訪客規例

- (a) 宿生不應邀請訪客留宿，違例者會被勒令即時退宿，已繳宿費及按金將不獲退還；舍監可視其情節輕重，轉交書院學生輔導處或書院紀律委員會處理。
- (b) 如留宿訪客為聯合書院宿生，邀請者及該宿生均會按上述規則4.1(a)處罰。

4.2 吸煙、收藏或飲用烈性酒類及其他一般個案

- (a) 第一次違例者，舍監給予書面警告，警告信副本致書院輔導長；舍監或會視乎情況，將個案交由書院紀律委員會處理。非本院學生則轉介予其所屬書院輔導處跟進。
- (b) 第二次違例者會被勒令即時退宿，已繳宿費及按金將不獲退還；個案轉交書院紀律委員會跟進。非本院學生則轉介予其所屬書院輔導處跟進。

4.3 宿生必須遵守上述規則。違例者舍監可按其情況輕重，轉交書院學生輔導處或書院紀律委員會處理。

2023年3月修訂