

## **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 Room allocation will be made by computer draws. Communication and interaction among residents from diverse backgrounds are encouraged and provisions for them are in-built in the selection programme. In cases of dispute, the Working Committee on Selection of Resident Students 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 non-CUHK visitors to stay overnight other than in very exceptional cases. Permission to admit guests must be made through prior written requests to the Warden(s).
- 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 the sitting rooms, conference rooms, reading rooms and all public areas of the hostels.
- 1.8 Residents should take good care of all public properties, economize on the use of electricity, water and gas, 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 Residents should honour their obligation to participate and cooperate as much as possible in any communal or floor activities organized by the Residents' Associations and the Resident Tutors.
- 1.11 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).
- 1.12 No store-rooms, 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.
- 1.13 Residents should not have meals in the common/sitting rooms, conference rooms, reading rooms, music rooms and the lobbies.

### **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 5.
  - (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). A surcharge of \$280/year will be imposed separately on the use of heaters (1000W or below), TV sets (maximum size 24 inches), refrigerators (maximum height 30 inches) or other sizable electrical appliances if permission of Warden(s) is granted. 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 a.m. 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 If a resident stays away for more than one-fifth of the residential period, excluding public holidays, Saturdays and Sundays, the College has the right to re-allocate the hostel place to someone else in need without any refund of any kind.
- 2.7 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\$50 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.
- 2.8 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:**

- 3.1.1 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.
- 3.1.2 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.
- 3.1.3 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:**

- 3.2.1 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 overnight stays without valid visitor tickets.

3.2.2 Residents may entertain only current students of the Chinese University who are of the same sex to stay overnight at the hostels, abiding by the "Regulations Governing Visitors Staying Overnight" in Section 4. The fee for staying overnight shall be borne by the host residents.

3.3 Visitors from other UC hostels:

3.3.1 Residents may entertain visitors from other UC hostels in public places after 11:30pm but in no case later than 1:00am. Inter-hall visitors should register at the reception counter before 11:30pm.

3.4 Non-CUHK Visitors:

3.4.1 The hostels do not entertain non-CUHK visitors to stay overnight other than in very exceptional cases. Permission to admit guests must be made through prior written requests to the Warden(s). Residents in violation of this regulation for the 1st time will incur a fine of HK\$600; a written warning from the Warden(s) which will be copied to the Dean of Students of the College; and a 10% deduction of the total score for hostel application in the following year.

3.4.2 Residents in violation of this regulation for the 2nd time will be subject to a fine of HK\$600; immediate expulsion from the hostels without any refund; and further penalties may be meted out by the College Disciplinary Committee.

3.4.3 If a non-CUHK visitor is approved for staying overnight, the host resident should purchase the "Overnight Visitor Ticket" from the Warden(s), the Resident Tutor(s) or hostel staff on duty at the reception counter before 11:30 p.m.; the current price of each ticket is HK\$50 per night.

3.4.4 Residents must abide by temporary regulations or measures imposed by the University or the College, including but not limited to closure of the hostels to visitors during the outbreak of epidemic diseases in Hong Kong.

#### 4. **REGULATIONS GOVERNING VISITORS STAYING OVERNIGHT**

Under special circumstances, when non-residents (must be current students of CUHK) are invited to stay overnight, the host resident must follow the procedures as below:

4.1 consent of all roommates must be obtained in advance.

4.2 accompany the visitor to purchase "Overnight Visitor Ticket" from hostel staff at the reception counter before 11:30 p.m (from Monday to Thursday).; one ticket for each visitor; the current price of the ticket is HK\$50 per night (the price will be adjusted subject to the consideration of the Student Hostels Management Committee).

4.3 the visitor's name, CUID number, and the valid date must be written on the "Overnight Visitor Ticket".

4.4 Sanctions:

**For Residents:**

Visitors of the Opposite Sex

Residents should not invite visitors of the opposite sex to stay overnight. If the visitors are UC residents, the violators as well as the UC residents involved will face immediate expulsion from the hostels without refund of any kind; further penalties may be meted out by the College Disciplinary Committee.

Visitors of the Same Sex

If visitors are found staying overnight without buying the valid Overnight Visitor Ticket, the following penalties will be imposed on the host resident (in case no one in that room bears the responsibility as the host resident, the fine will be shared among all the residents in that room and the other penalties as per the following stipulations will be imposed on the residents in that room as well):

***Violation for the 1st time:***

A penalty fee of HK\$600; a written warning from the Warden(s) which will be copied to the Dean of Students of the College; and a 10% deduction of the total score for hostel application in the following year.

***Violation for the 2nd time:***

A penalty fee of HK\$600; the resident will be expelled from hostels without any refund within the period specified by the Warden(s).

**For Non-residents (students who do not have a hostel place at United College):**

***Violation for the 1st time:***

A written warning will be issued to the violator by the Warden(s) which will be copied to the Dean of Students of the College; and a 10% deduction of the total score for hostel application in the following year. Non-UC students will be referred to their respective Deans of Students for follow-up action.

***Violation for the 2nd time:***

The violator will be disqualified for hostel application the following academic year. Non-UC students will be referred to their respective Deans of Students for follow-up action.

***Violation for the 3rd time and thereafter:***

A penalty fee of HK\$600 for each incidence of violation; and the offender will be disqualified for hostel application throughout his/her studentship. Non-UC students will be referred to their respective Deans of Students for follow-up action.

If there is (are) no identifiable receiving resident(s), the violator will be fined HK\$600.

**5. DISCIPLINARY ACTION**

**5.1 For Smoking and keeping/consuming hard liquor:**

***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. When application for hostel residence is made in the following year, 30% of the violator's score will be deducted. Non-UC students will be referred to the Deans of Students of the respective Colleges for follow-up action.

***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.

**5.2 For General Cases:**

- 5.2.1 Warning letters issued by the Warden(s) will result in partial or total deduction of the total score for hostel application in the following year, as follows:
- 5.2.2 A 10% of the total score will be deducted for having received one warning letter from the Warden(s) per academic year.
- 5.2.3 A 30% of the total scores will be deducted for having received two warning letters from the Warden(s) per academic year.
- 5.2.4 The violator will be disqualified for hostel application for the following academic year after having received three warning letters from the Warden(s) per academic year.
- 5.2.5 The number of written warnings will not be carried over to the next academic year (summer residence inclusive).
- 5.2.6 All stipulations here in the Regulations should be strictly observed. In case of any violation or any other unstated misbehavior, the authority will refer the case to the College Disciplinary Committee for appropriate action, depending on the nature and gravity of the offence.
- 5.2.7 Violators being expelled from the hostels will not have refund of hostel fees.

Revised in February 2023