

2021年度學生暑期住宿申請須知
Notice to Applicants for Summer Residence 2021

鑒於新冠肺炎疫情持續，本年度聯合書院學生暑期住宿會實施一人一房的特別安排，嚴禁訪客探訪及留宿。假若新冠肺炎疫情惡化，書院有權適時終止暑宿或關閉學生宿舍。

In view of the COVID-19 pandemic, United College will enforce single-room occupancy in student hostels for summer residence in 2021. No visitors will be allowed to enter or stay overnight in hostels. If the pandemic worsens, the College reserves the right to terminate summer residence or close the hostels as needed.

I. 申請資格 Eligibility

- 只限在暑期有特殊需要在校園留宿的聯合書院同學申請。
Only UC students who have compelling reasons to stay on campus during the summer break are eligible to apply.
- 應屆畢業同學只可因學業理由申請半期或全期暑宿。
Final-year students can only apply for half-term or full-term summer residence based on academic needs.

II. 宿期，宿舍編配及宿費 Residence Period, Hostel Allocation and Hostel Fee

<u>宿期</u> <u>Residence Period</u>		<u>宿舍</u> <u>Hostel</u>	<u>宿費(不退還)</u> <u>Hostel Fee</u> (non-refundable)	<u>按金(可退還)</u> <u>Deposit</u> (refundable)
半期 Half-term	2:00 pm, 1/6/2021 – 10:00 am, 30/6/2021	恒生樓 (HSH) Hang Seng Hall	HK\$2,175	HK\$500
全期 Full-term	2:00 pm, 1/6/2021 – 10:00 am, 31/7/2021	恒生樓 (HSH) Hang Seng Hall	HK\$4,500	HK\$500
特別全期 Special full-term	2:00 pm, 1/6/2021 – 10:00 am, 31/8/2021	陳震夏宿舍 (CCHH) Chan Chun Ha Hostel	HK\$6,825	HK\$500
特別全期(只供非本地生申請) Special full-term (only for non-local students)	2:00 pm, 1/6/2021 – 9:00 am, 4/9/2021	陳震夏宿舍 (CCHH) Chan Chun Ha Hostel	HK\$7,125	HK\$500

*若暑宿生因特殊理由需延長住宿期，必須以書面向書院申請，並提供有關證明文件。延長的住宿期最少連續七日(六晚)，收費每晚港幣\$80元。書院將按可提供的宿位數量酌情處理，住宿申請有機會不被接納或需轉往其他宿舍房間。

Summer residents wishing to extend their residential terms on special grounds must submit written requests, together with relevant supporting documents, to the College. Minimum 7 consecutive days (6 nights) and a daily rate of HK\$80 will be charged for the extended period. The College will consider the applications according to availability of hostel places. Successful applicants might be required to transfer to other hostel rooms.

III. 申請手續 Application Procedures

- 申請人可透過書院網頁 <https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=12763204> 於2021年4月12日至4月28日中午12時在網上遞交暑宿申請表，資料不足或逾期遞交之申請概不受理。
Applicants for summer residence can submit online applications at the College website <https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=12763204> during the period from 12 April to 12:00 noon of 28 April 2021. Incomplete forms and late applications will not be accepted.

2. 遴選結果將於2021年5月12日在書院網頁 (<http://www.cuhk.edu.hk/uc>) 公佈，另申請人將透過電子郵件獲通知結果。如欲放棄宿位，須於2021年5月20日以前以書面通知書院，否則已繳宿費，不予發還。
Selection results will be announced on the College website (<http://www.cuhk.edu.hk/uc>) on 12 May 2021. Applicants will also be notified of the results by email. Successful applicants wishing to relinquish the hostel place must notify the College in writing before 20 May 2021. Otherwise the hostel fees paid will be forfeited.
3. 成功申請暑宿的同學將會在CUSIS收到由大學財務處發出之電子繳費單。請於2021年5月20日中午12時前將已繳付宿費的證明文件電郵至書院學生輔導處古嘉敏女士(carmankoo@cuhk.edu.hk)，以完成申請手續。申請人如未能於截止繳費日期前完成所需程序，大學將收取逾期罰款，暑宿申請亦會被取消。
Successful applicants will receive billing notification on CUSIS issued by the University Finance Office. To complete the application procedures for summer residence, they have to make payment and submit the proper documents to Ms. Carman Koo of the College Dean of Students' Office via email at carmankoo@cuhk.edu.hk before 12:00 noon of 20 May 2021. Failing that, a penalty charge for overdue payment will be imposed by the University. Their application for summer residence will also be cancelled.
4. 宿舍房間編配結果將於2021年5月26日在書院網頁 (<http://www.cuhk.edu.hk/uc>) 公佈，並張貼於書院佈告板。暑宿生請依時往宿舍接待處辦理入宿手續。
Hostel room allocation results will be announced on the College website (<http://www.cuhk.edu.hk/uc>) on 26 May 2021. Summer residents should check-in at the hostel reception counter as instructed.

IV. 注意事項 Important Notes

1. 本年度正宿宿生如成功申請暑宿，並由2021年6月1日起入住，可延遲至2021年6月1日下二時辦理正宿退宿手續。
Regular-term residents who will be returning for summer residence beginning 1 June 2021 will be permitted to check-out from UC hostels at 2:00pm on 1 June 2021.
2. 本年度正宿宿生如成功獲配恒生樓半期暑宿或陳震夏宿舍全期暑宿，可選擇留在恒生樓或陳震夏宿舍的原住房間，書院將盡量作出安排。
Regular-term residents who have applied half-term summer residence at HSH or full-term summer residence at CCHH can opt to stay in the same rooms at HSH or CCHH, subject to availability.
3. 暑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。違者將被罰款，以每日港幣\$160元計算，暑宿按金不予發還。
Summer residents must carefully observe the calendar of the hostel. They must remove all personal belongings from the hostel rooms or other unauthorized areas at the end of the residential period. A penalty of HK\$160 per day will be imposed on any unclaimed belongings. Hostel deposits will also be forfeited for non-compliance.
4. 宿舍按金將於暑宿期完結後以銀行自動轉帳方式退回，宿生須前往宿舍接待處索取「暑期住宿退還宿舍按金申請表格」，填妥後連同宿生本人之過戶銀行咭副本，一併於交還房間鎖匙時交予宿舍負責人。逾期交回表格者，暑宿按金將不予發還。
For refund of hostel deposits, summer residents should fill out the appropriate application forms obtainable from the hostel reception counters at the end of their residential period. To facilitate bank autopay, please append a copy of your personal bank cards with account number to your application. The completed forms should be returned to the respective hostels together with the room keys. Late applications will not be entertained.
5. 聯合書院暑期住宿工作小組保留派發宿位之最後決定權。
The decisions of the United College Working Committee on Summer Residence are final.
6. 如有查詢，請透過電郵與書院輔導處古嘉敏女士聯絡 (carmankoo@cuhk.edu.hk)。
For enquiry, please contact Ms. Carman Koo of the College Dean of Students' Office at carmankoo@cuhk.edu.hk.