

# Hall Briefing Session 2019/20

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**Student Affairs Office (SAO), Office of the Chief Information Officer (OCIO)**

Date: 8 Aug 2019 (Thu)

Time: 11:50am to 12:50pm (session 1) ; 3:00pm to 4:00pm (session 2)

Venue: Conference Centre, Rm. E-P-01, Block E

## Rundown

	Department
➤ Schedule of iHostel Application	SAO
➤ Application Method & Announcement of Result	SAO
➤ Schedule of Application Result and Offer Acceptance	SAO
➤ Authentication	SAO
➤ Hall Point System	SAO
➤ Discretionary Hall Places	SAO
➤ Online Hall Application on iHostel System	OCIO

# Hall Admission 2019/20

Student Affairs Office

# Schedule for iHostel Application

Application Round	Application Start Date	Application Deadline	Eligible Applicants
<b>1<sup>st</sup> Round</b>	3 Apr 2019 (Wed) 0:00	11 Apr 2019 (Thu) 23:59	UGC-funded Full-time Undergraduate (Ug) and Research Postgraduate Returning Students (RPg)
<b>2<sup>nd</sup> Round</b>	22 Jul 2019 (Mon) 0:00	24 Jul 2019 (Wed) 23:59	Exchange Students
	<b>26 Jul 2019 (Fri) 0:00</b>	<b>29 Jul 2019 (Mon) 23:59</b>	<b>Non-local UGC-funded Full-time 1<sup>st</sup> Year Ug &amp; Postgraduate Diploma in Education (PGDE) Students</b>
	1 Aug 2019 (Thu) 0:00	4 Aug 2019 (Sun) 23:59	UGC-funded Full-time RPg Students
	<b>8 Aug 2019 (Thu) 0:00</b>	<b>12 Aug 2019 (Mon) 23:59</b>	<b>UGC-funded Full-time Ug, PGDE &amp; High Diploma (HD) in Early Childhood Education (ECE) Students</b>
<b>*Special Round</b>	Early of Dec 2019 (To be announced in Nov 2019)		ALL UGC-funded Full-time Students and Self-funded Full-time Ug Students

Note:

- The 3<sup>rd</sup> Round Application will only be launched subject to availability of hall place in October 2019.

# Residential Year 2019/20

Whole Year Residence	14:00 26 Aug 2019 (Mon)– 12:00 5 Jun 2020 (Fri)
1 <sup>st</sup> Semester Residence	14:00 26 Aug 2019 (Mon)– 12:00 20 Dec 2019 (Fri)
2 <sup>nd</sup> Semester Residence	14:00 2 Jan 2020 (Thu)– 12:00 5 Jun 2020 (Fri)

# Application Method

- Online application via iHostel System within application period
- PC is recommended for online application via iHostel System
- Applicants have to upload their valid supporting documents of specific sections, if applicable, onto iHostel System for completion of application
- Applicants fail to upload required supporting documents will lead to **reduction of hall point score or disqualification** of the application
- Applicants can modify/cancel the application record as many times as he/she wants before the application deadline. **Only the final record will be processed**
- Late information replacement / amendment is **not accepted**

# Hall Place Allocation Criteria

- Full-time RPg students and inbound exchange students will have higher priority for allocation with randomized sequence
- Remaining hall places will be allocated to UGC FT Ug / PGDE / HD(ECE) students according to the Hall Point System
- The details of Hall Point System are available at the website of Hall Management Section of Student Affairs Office  
(<https://www.eduhk.hk/sh/view.php?m=51858&secid=51868>)
- Same type of students with the same score, they will be assigned randomized sequence for allocation
- If applicants selected WY residence as higher preference, but have been offered with SEMESTER residence, their hall places may be revised to WY residence in subsequent allocation subject to availability of hall place once they accepted the initial SEMESTER offer

Example:

1<sup>st</sup> Preference (NH-Standard Room-Whole Year )

2<sup>nd</sup> Preference (GH-Standard Room-Whole Year)

**3<sup>rd</sup> Preference (NH-Standard Room-Semester 1 Only)**

**Announcement of Conditional Offer (3<sup>rd</sup> Preference: NH-Standard Room-Semester 1 Only)**



**Accepted the offer**



**Put onto the waiting list in the subsequent allocation**



*Offered with NH-Standard Room-Semester 2 if hall place is available*

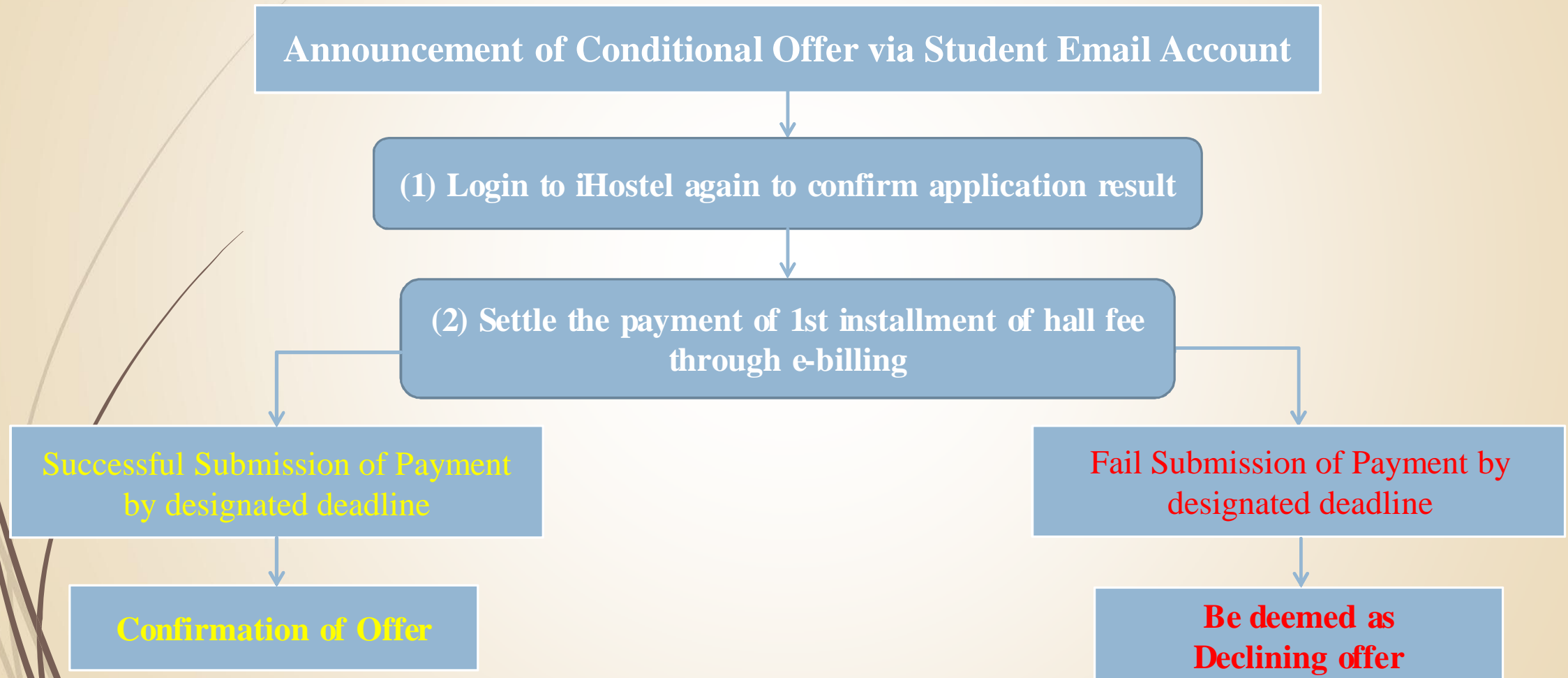


# Schedule of Application Result & Offer Acceptance

Round of Application	Eligible Applicants	Email Announcement of Shortlisted Applications	Payment Deadline of 1 <sup>st</sup> Installment of Hall Fee	Clearing Round
1 <sup>st</sup> Round	UGC-funded full-time Ug & RPg Returning Students	24 Apr 2019 (Wed)	29 Apr 2019 (Mon)	8 May 2019 (Wed)
2 <sup>nd</sup> Round	Exchange Students	29 Jul 2019 (Mon)	Check-in day or *within 5 working days after check-in day	Not available
	Non-local UGC-funded full-time 1st Year Ug & PGDE Students	2 Aug 2019 (Fri)	Check-in day or *within 5 working days after check-in day	Not available
	UGC-funded full-time RPg Students	9 Aug 2019 (Fri)	Check-in day or *within 5 working days after check-in day	Not available
	<b>UGC-funded full-time Students</b>	<b>19 Aug 2019 (Mon)</b>	<b>21 Aug 2019 (Wed)</b>	<b>From Early Sep 2019</b>

\*Only applicable for exchange and non-local students.

# Flow Chart for Acceptance of Offers



# Authentication

- **20%** of the successful applicants would be selected randomly to submit further supporting documents on Part B “Types of Living Quarters” and Part C “Participation in Student Activities & Hall Activities”
- Applicants who fail to provide documentary proofs during the authentication process will lead to reduction of hall point score, forfeiture of hall places and/or disciplinary actions
- **Any omission or false documentary proof will lead to disqualification of application**

# Authentication (Cont'd)

## Schedule for Authentication Exercise

Round of Application	Notification to Selected Applicants	Submission Deadline of Supporting Documents
1 <sup>st</sup> Round	End of June 2019	End of July 2019
2 <sup>nd</sup> Round	Late September 2019	Mid-October 2019

# Hall Point System 2019/20

Period	Consultation with Different Stakeholders
<b>Collection of views on Hall Point System for 2019/20</b>	
<b>Oct– Nov 2018</b>	Wardens and Senior Tutors of Four Students Halls/Quarters Student Residents' Associations, 2017-18 Student Hall Tutors of the Four Student Halls/Quarters, 2018-19 Students' Union & Students' Union Affiliated Societies, 2018-19 Departmental Associations, 2018-19
<b>16 Nov– 21 Dec 2018</b>	Submission of views from ALL students via online system
<b>Late Dec 2018</b>	Consolidation of views from all stakeholders and proposing changes to the Hall Point System for 2019-20 for further consultation
<b>Collection of views on the proposed Hall Point System for 2019/20</b>	
<b>Early-Mid Jan 2019</b>	Wardens and Senior Tutors of the four students halls/quarters Student Residents' Associations, 2017-18 Student Hall Tutors of the Four Student Halls/Quarters, 2018-19 Students' Union & Students' Union Affiliated Societies, 2018-19 Departmental Associations, 2018-19
<b>Early-Mid Jan 2019</b>	Submission of views from ALL students via online system
<b>Late Jan 2019</b>	Consolidation of views from all stakeholders and proposing changes to the Hall Point System for 2019-20 for Wardens, Senior Tutors' consideration.
<b>Early Feb 2019</b>	Collection of Wardens and Senior Tutors' views on the final draft of the Hall Point System for 2019-20 and approval from Student Affairs Committee

# Hall Point System 2019/20

Home Location & Living Conditions (50%)		Activity Participation & Contribution to the University (50%)	
<b>Section A.</b> Home Location	53	<b>Section C.</b> Participation in Student Activities & Hall Activities	15
<b>Section B.</b> Types of Living Quarters	7	<b>Section D.</b> Current University Representation & Leadership Role in Student Organization	30
		<b>Section E.</b> No Prior Hall Experience	10
		<b>Section F.</b> Student Achievements	5
	<b>60</b>		<b>60</b>

# SECTION A

## Home Location

- Maximum points: **53 points**
- Make reference to the travelling time as shown in “**Hong Kong eTransport 香港乘車易**” of the Transport Department with justifications
- Guiding principles:
  - All listed locations have been reviewed
  - For **every 2.21 minutes** of travelling time, **1 point** will be given
  - Locations with **over 120 minutes of travelling time** and outside Hong Kong areas, **53 points** will be given (i.e. the maximum point)



# SECTION A

## Home Location (cont.)

- All information was checked via “Hong Kong eTransport” ([www.hketransport.gov.hk](http://www.hketransport.gov.hk)) as at 8 February 2019 with the following parameters:
  - Settings:
    - Longer Walk
    - Regular Time
    - Adult Fare
    - All Service
  - Start: home location (*select the first location among options*)
  - End: **The Education University of Hong Kong / 香港教育大學**
  - The **shortest** estimated travelling time would be used as reference
  - Search result involving ‘Time or day specific services’ or ‘Temporary arrangement on route service’ would not be considered
  - If there is more than one shortest travelling time, the **first transfer method** will be used as reference

Transport Department

← Back

Transfer Fare Time

All Service ☒ Print

6 choices

1	46P	73X	74K	\$15	75 Mins
2	46P	73X	26	\$16.5	75 Mins
3	46X	73X	26	\$16.5	75 Mins
4	MTR	26		\$20.1	80 Mins
5	MTR	74K		\$18.9	85 Mins
6	MTR	26A		\$20.1	85 Mins



# SECTION A

## Home Location (cont.)

- In light of the latest development of local public transport services and feedback collected from students, scoring of home locations have been fine-tuned
- Details of home location code are listed in **Point System for Hall Admission 2019/20** available in:
  - iHostel System
  - Hall Management Section Website  
(<https://www.eduhk.hk/sh/view.php?m=51858&secid=51868>)

# SECTION A

## Home Location (cont.)

- If home address is different from Banner's record, upload of **valid documentary proof** is required during application period
- Valid **supporting documents** for Section A:
  - For local students:
    - Utilities Bills (water/ electricity/ gas/ telephone service/ broadband network services/ domestic pay TV service)
    - Tenancy Contract issued by Hong Kong Housing Authority/ Hong Kong Housing Society
    - Documents/ letters issued by government departments/ units/ banks/ schools/ universities/ MPF agent companies
  - For non-local students:
    - Exit-Entry Permit (EEP) for travelling to Hong Kong & Macau/ student VISA; or
    - Mainland identity card or other supporting document required

# SECTION A

## Home Location (cont.)

- A4-size **whole page** document with **clear printing**, envelope is **not accepted**.
- Address printed must be **identical** with the one provided on iHostel application and align with the home location code
- **Name of applicant** should be printed
- If the addressee of the document is not the applicant, **further documentary proof for the relationship** between the applicant and the addressee is required
- **Within 6 months** from the date of issuance

# SECTION B

## Types of Living Quarters

- Considering current types of living quarters in Hong Kong, maximum cap of **7 points** for the following types of accommodation :

Code	Types of Accommodation (only applicable to local student)	Point
B01	Others (types of accommodation not listed in B02)	0
B02	Subdivided Unit / Squatter Areas / Interim Housing	7
4 points will be given to <u>non-local student</u> in this section.		

- Submission of documentary proof **only necessary** upon request

# SECTION C

## Participation in Student Activities & Hall Activities (excluding floor activities)

- Maximum points: **15 points**
- **1 point** for each participation
- Activities must be held **between 1 May 2018 and 30 April 2019**
- Activities must be organized by student organizations and/or departments/ centres/ offices of the University
- Submission of documentary proof **only necessary** upon request

# SECTION D

## Current University Representation & Leadership Role in Student Organization

- Maximum points: **30 points** (for **4 positions at most**)
- Only posts of **recognized student bodies** of EdUHK in year 2018/19 or 2019/20 are eligible, subject to “Term of Office”
- Only posts being taken up and University representation **at the time of application** are eligible
- **Only the highest position** would be counted if a student holds more than one post in the same student bodies or University team

## SECTION D

### Current University Representation & Leadership Role in Student Organization (cont.)

- ▶ Submission of documentary proof from applicant is **not required**
- ▶ Student list would be collected from student organizations and/or departments/ centres/ offices of the University responsible for verification before each hall admission round



# SECTION E

## No Prior Hall Experience

- **10 points** will be given to students who have **no prior hall experience** at EdUHK (excluding NSFD residence/ Friendship Day/ Summer Residence)
- Submission of documentary proof from applicant is **not required**



# SECTION F

## Student Achievements

- Upload of **valid documentary proof** is required during application period
- Acceptable Achievement Proof for Section F:
  - Certificates issued by recognized institutes such as government bodies, registered companies, academic institutions or non-governmental organizations, etc.;
  - Formal documents or notifications such as letter or email issued by recognized institutes such as government bodies, registered companies, academic institutions or non-governmental organizations, etc.
- The documents must be issued from **1 May 2018 to 30 April 2019**
- **Name of applicant** and **date of issuance** should be showed on the achievement proof

# SECTION F

## Student Achievements (cont.)

Code	Achievement	Point
<b>F01</b>	Award/ Prize (e.g. Hong Kong Youth Service Award, Prize-Winner of Hong Kong Youth Piano Competition, President's Honour List, Dean's Honour List, etc.) awarded by recognized institutes such as government bodies, registered companies, academic institutions or non-governmental organizations, etc.	<b>1 point for 1 achievement</b>
<b>F02</b>	Scholarship (e.g. HKSAR Government Scholarship, Multi-faceted Excellence Scholarship, Friend of Hope Scholarship, etc.) awarded by recognized institutes such as government bodies, registered companies, academic institutions or non-governmental organizations, etc.	<b>Max pt: 5</b>

# Discretionary Hall Place 2019/20

- For students who have **special reasons** for on-campus accommodation
- Total **65** discretionary hall places
  - Each Warden: **14**
  - Dean of Students: **9**
- Application period: **24 April 2019 (Wed) to 20 August 2019 (Tue)**
- Result announcement: **Early September 2019 (TBC)**

# Discretionary Hall Place 2019/20

- Consideration would be made with reference, but not limited to:

Dean of Students' discretion	<ul style="list-style-type: none"><li>- Family/ health issue</li><li>- Contribution to the University</li><li>- Other special reasons which cannot be reflected from Hall Point System</li></ul>
Wardens' discretion	<ul style="list-style-type: none"><li>- Hall contribution and/or hall related roles</li></ul>

- Details would be available on intranet and **Hall Management Section Website** (<https://www.eduhk.hk/sh/view.php?secid=52038&u=u>)

Please contact Office of the Chief Information Officer of the University (tel: 2948 6601 / email: [helpdesk@ocio.eduhk.hk](mailto:helpdesk@ocio.eduhk.hk)) if you encounter any technical issue in your on-line application.

# Introduction to iHostel Application

Office of the Chief Information Officer

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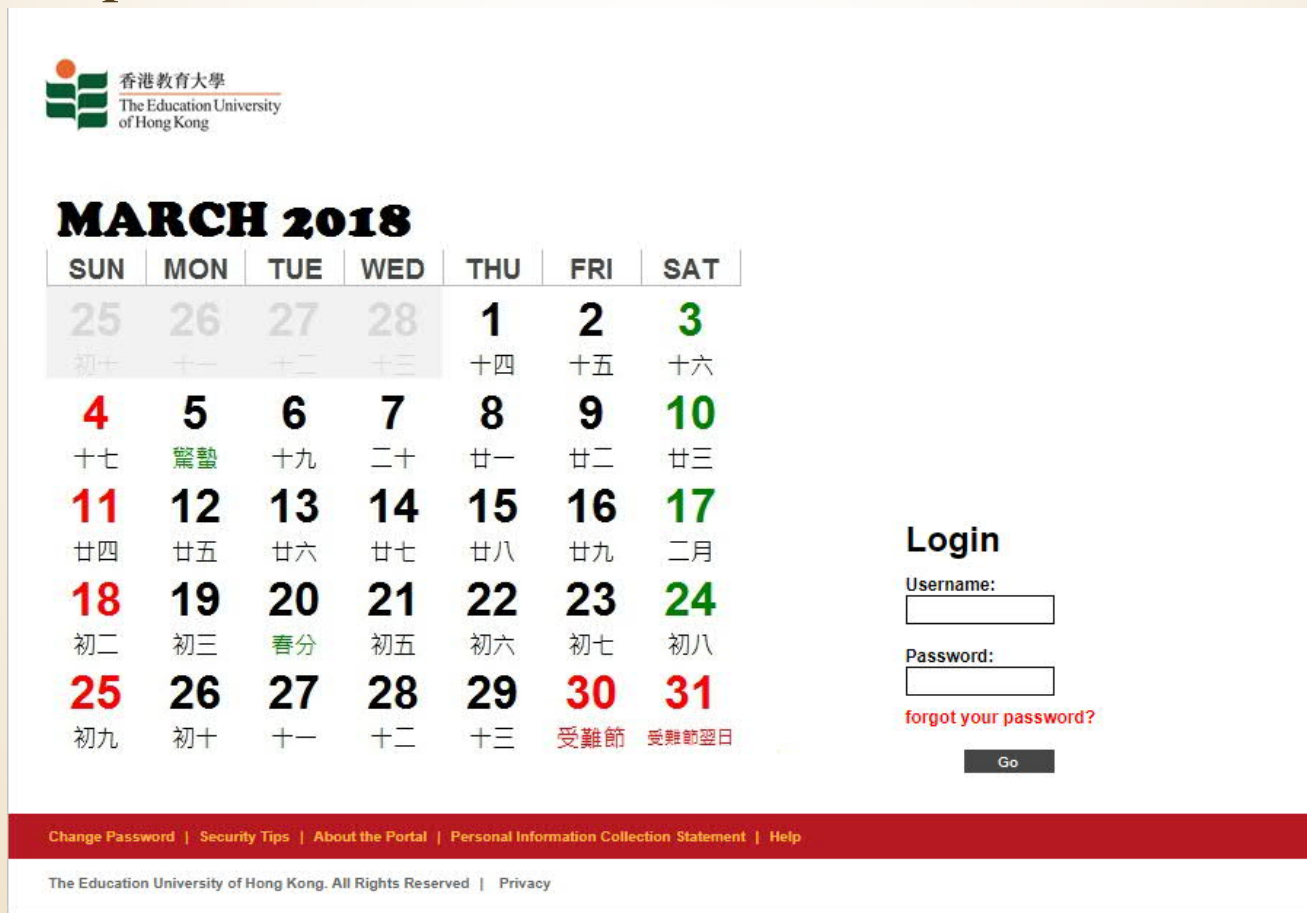
# Part I: Submit Hall Application

1. **Login The Portal:** <http://portal.eduhk.hk>
2. **Select iHostel under [Stu Affairs] from the Menu Bar**
3. **Read the Terms and Condition & Press Agree Button**
4. **Fill in Section A to Section H**
5. **Click “Apply Application” to complete the application**
6. **Click “Print Application” to print a copy of submission summary for reference**



# 1. Login The Portal: <http://portal.eduhk.hk/>

- User will see a different login screen depends on whether within or outside EdUHK campus network:



The screenshot shows the EdUHK portal login page. At the top left is the EdUHK logo and name in Chinese and English. Below it is a calendar for March 2018. The calendar shows dates from 25 to 31, with some dates highlighted in red (4, 11, 18, 25) and others in green (3, 10, 17, 24). The login form is on the right, with fields for Username and Password, and a 'Go' button. Below the form is a link for 'forgot your password?'. At the bottom of the page is a red footer bar with links for 'Change Password', 'Security Tips', 'About the Portal', 'Personal Information Collection Statement', and 'Help'. Below the footer bar is the text 'The Education University of Hong Kong. All Rights Reserved | Privacy'.

**MARCH 2018**

SUN	MON	TUE	WED	THU	FRI	SAT
25 初十	26 十一	27 十二	28 十三	1 十四	2 十五	3 十六
4 十七	5 驚蟄	6 十九	7 二十	8 廿一	9 廿二	10 廿三
11 廿四	12 廿五	13 廿六	14 廿七	15 廿八	16 廿九	17 二月
18 初二	19 初三	20 春分	21 初五	22 初六	23 初七	24 初八
25 初九	26 初十	27 十一	28 十二	29 十三	30 受難節	31 受難節翌日

**Login**

Username:

Password:

[forgot your password?](#)

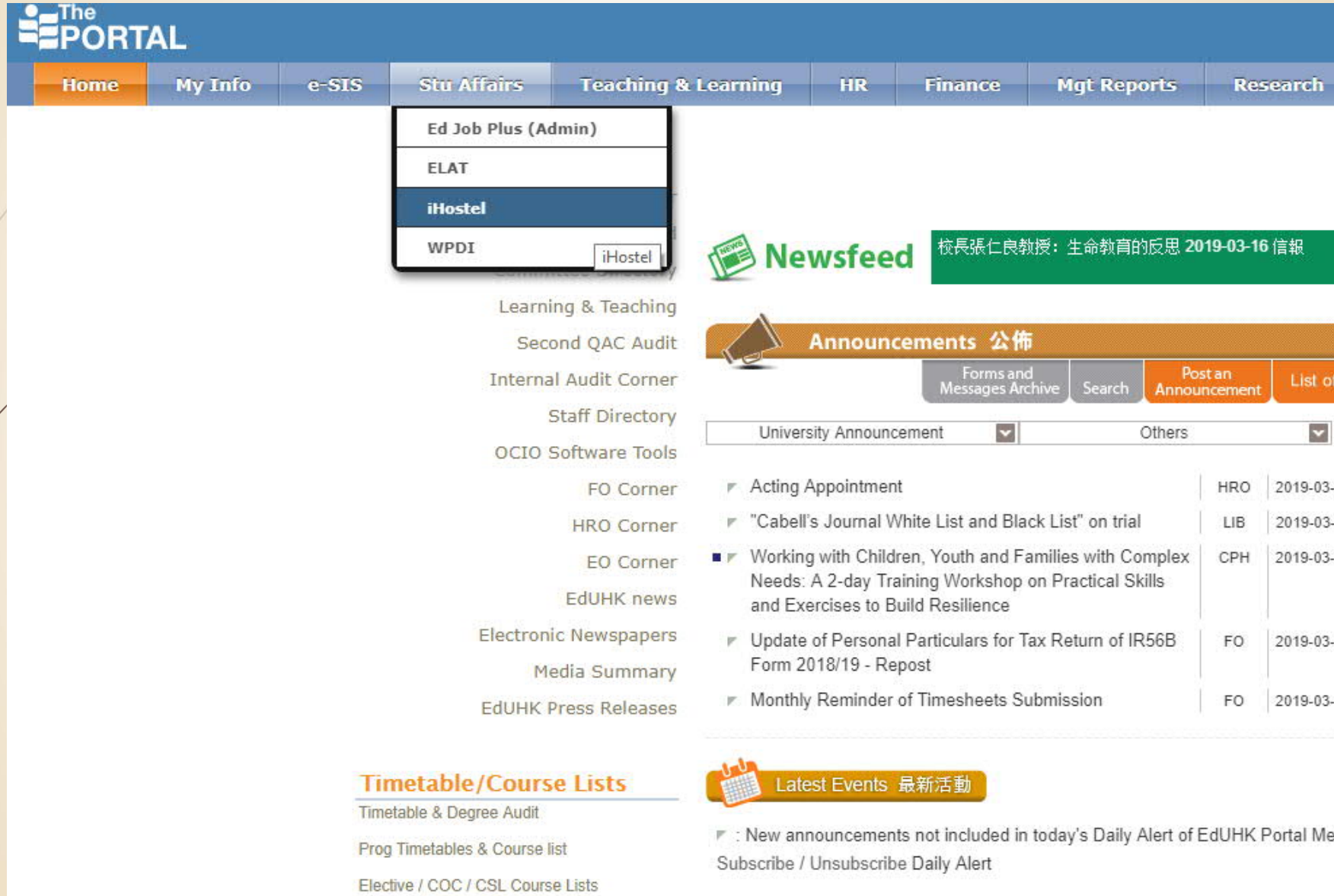
[Change Password](#) | [Security Tips](#) | [About the Portal](#) | [Personal Information Collection Statement](#) | [Help](#)

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## 2. Select iHostel under [Stu Affairs] from the Menu Bar

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The screenshot shows the 'The Portal' website interface. The top navigation bar includes links for Home, My Info, e-SIS, Stu Affairs, Teaching & Learning, HR, Finance, Mgt Reports, and Research. The 'Stu Affairs' menu is expanded, showing options: Ed Job Plus (Admin), ELAT, iHostel (highlighted), and WPDI. Below the menu, there is a 'Newsfeed' section with a green banner for a message from the Vice-Chancellor. The 'Announcements' section is also visible, featuring a list of university announcements with details like title, department, and date. At the bottom, there are sections for 'Timetable/Course Lists' and 'Latest Events'.

**The Portal**

Home My Info e-SIS **Stu Affairs** Teaching & Learning HR Finance Mgt Reports Research

Ed Job Plus (Admin)  
ELAT  
**iHostel**  
WPDI

Newsfeed 校長張仁良教授：生命教育的反思 2019-03-16 信報

Announcements 公佈

Forms and Messages Archive Search Post an Announcement List of

University Announcement Others

Acting Appointment	HRO	2019-03-
"Cabell's Journal White List and Black List" on trial	LIB	2019-03-
Working with Children, Youth and Families with Complex Needs: A 2-day Training Workshop on Practical Skills and Exercises to Build Resilience	CPH	2019-03-
Update of Personal Particulars for Tax Return of IR56B Form 2018/19 - Repost	FO	2019-03-
Monthly Reminder of Timesheets Submission	FO	2019-03-

Learning & Teaching  
Second QAC Audit  
Internal Audit Corner  
Staff Directory  
OCIO Software Tools  
FO Corner  
HRO Corner  
EO Corner  
EdUHK news  
Electronic Newspapers  
Media Summary  
EdUHK Press Releases

**Timetable/Course Lists**  
Timetable & Degree Audit  
Prog Timetables & Course list  
Elective / COC / CSL Course Lists

**Latest Events 最新活動**  
: New announcements not included in today's Daily Alert of EdUHK Portal Me  
Subscribe / Unsubscribe Daily Alert

### 3. Read the Terms and Condition

#### Acknowledgement

##### POINTS TO NOTE

1. All required fields with "\*" **must be filled**.
2. The online application form can be completed in English or Chinese.
3. Applicants are required to submit supporting documents for Section A and Section F, if applicable, to the Hall Admission Team within the iHostel application period set in the application guidelines.
  - **Local students are required to upload valid address proof;** and
  - **Non-local students are required to upload a valid student visa or EEP as student status proof.**

##### UNDERTAKING AND DECLARATION

1. I have read through the Guidelines for Application of Student Accommodations 2019-20 and the Point System carefully (*available on the page of "Hall Admission" of Student Hostel Website: [www.eduhk.hk/sh](http://www.eduhk.hk/sh)*)
2. I undertake to update my personal information in Banner System if I find any of my personal data not valid or not updated. I understand it takes time to update the information and Student Affairs Office has no obligation to process my application if I fail to update my information in Banner System before the deadline of iHostel application.
3. I understand that any missing information will be regarded as incomplete application.
4. I understand that any information updates and/or document replacement after the specified iHostel application period will not be accepted.
5. I understand that failing to upload all required supporting documents within specified iHostel application period may lead to deduction of hall point score or disqualification of the application.



## 4. Press Agree Button

6. I understand that failing to submit all required documents during the authentication exercise may result in forfeiture of the hall place allocated and/or disciplinary action.
7. I understand that once my application is approved and check-in is completed successfully, I will no longer be eligible for the student travel allowance granted by the Student Financial Assistance Agency.
8. I understand that it is my responsibility to submit the iHostel application form before the application deadline with all required supporting documents, if applicable, and make a copy of the application for record. The University is not responsible for any errors made by applicants during the application process.
9. I declare that the information provided in this application is accurate. I understand that provision of false information may lead to disqualification of the application and/or disciplinary action.

### PERSONAL INFORMATION COLLECTION STATEMENT & PRIVACY POLICY STATEMENT

The University intends to use the personal data ( i.e. your name, address, contact number, email address and etc. ) collected via iHostel to facilitate the application processing and the communication between the University and the applicants for hostel application and allocation acknowledgement purposes. It is mandatory for you to provide the personal data required or we might not be able to process your application. You have the right to access and revise the information online within the application periods.

The personal data captured will not be transferred to other systems within EdUHK, nor any outside parties. The University will follow the commitment stated in the University Privacy Policy Statement (PPS), accessible at <http://www.eduhk.hk/main/privacy-policy/>.

✕ Disagree and Exit

✓ Agree

## 5. Fill in Section A and B

### Section A. Home Location

**Home Address\***

Address Line1  
Address Line2  
TIN SHUI WAI, N.T.

**Address Code\***

**Different Address**

☐

\*If you live in a different address, please tick this checkbox

### Section B. Student Status , Types of Living Quarters

**Student Status**

Local Student

Types of Living Quarters

**Types of Living  
Quarters\***

## 5. (cont.) Fill in Section A and B

### Section A. Home Location

**Home Address\***

Address Line1  
Address Line2  
WAH SUM ESTATE, FANLING

**Address Code\***

A10-Fanling Station, Fanling(Wo Hop Shek), Ma On Shan(Lee On Estate), Ma On Shan(Tai Shui Hang Station), Ma On Shan(Wu Kai Sha Sta

**Different Address** ☒

\*If you live in a different address, please tick this checkbox

**Address Proof / Student Status Proof\***

[Upload Address Proof / Student Status Proof](#)

\*You can upload a maximum of 2 files (3MB each)

**If home address is different from Banner's record, upload of valid documentary proof is required during application period.**

Locations are not included in point system can be checked via the Hong Kong eTransport of the Transport Department, <http://www.hketransport.gov.hk/>, for the travelling time so as to match with appropriate address code.

*(Please refer to the Section A of point system for the address codes and travelling time table, which are available on Hall Management Section Website <https://www.eduhk.hk/sh/view.php?m=51858&secid=51868>.)*

**Valid supporting documents:**

For local students:

- Utilities Bills (water/ electricity/ gas/ telephone service/ broadband network services/ domestic pay TV service)
- Tenancy Contract issued by Hong Kong Housing Authority/ Hong Kong Housing Society
- Documents/ letters issued by government departments/ units
- Documents/ letters issued by bank/ schools/ universities/ MPF agent companies

For non-local students:

- Exit-Entry Permit (EEP) for travelling to Hong Kong & Macau/ student VISA; or
- Mainland identity card or other supporting document required

Notes: Address printed must be identical with the one provided in iHostel application

- Name of applicant should be printed.
- If the addressee of the document is not the applicant, further documentary proof for the relationship between the applicant and the addressee is required.
- Within 6 months from the date of issuance.

### Tips:

- If current home address is different from Banner's record
- Press Upload Address Proof/ Student Status Proof Button to upload supporting documents
- File type & size: image or PDF files (2 files max & 3MB each)



## 6. Fill in Section C (If applicable)

### Section C. Participation in Student Activities & Hall Activities (If applicable)

Every participation in recognized activity of Category A, B, C is awarded for 1 point with a maximum cap of 15 points for this section. Only those activities organized by student organizations and/or departments/ centres/ offices of the University from 1 May 2018 to 30 April 2019 are considered. Duplicated records would not be counted. Regular committee meetings, AGM, consultations would not be counted.

Each entry should include valid "Organization Code", Name of Programmes/Activity and Date. (Please refer to the Section C of point system for the organization codes, which is available on the page of "Hall Admission" of Hall Management Section Website: [www.eduhk.hk/sh](http://www.eduhk.hk/sh))

[+ Add Item](#)

#	Organization Code	Programme/Activities	Other programme/activities	Date (DD/MM/YYYY)	Operation
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<a href="#">Delete</a>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<a href="#">Delete</a>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<a href="#">Delete</a>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<a href="#">Delete</a>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<a href="#">Delete</a>

Showing 1 to 5 of 5 entries

### Tips:

- Press Add Item Button to add new entry
- Press Delete Button to remove the entry

## 7. Fill in Section D (If applicable)

### Section D. Current University Representation & Leadership Role in Student Organization (If applicable) Help

Points will be given to current office-bearers of student organizations, unless specified, of the University and institutional team players for posts taking up at the time of application, with a maximum cap of 30 points from 4 positions. (Please refer to the *Section D of Point System for the organization and position codes*, which is available on the page of *"Hall Admission"* of Hall Management Section Website: [www.eduhk.hk/sh](http://www.eduhk.hk/sh).)

[+ Add Item](#)

Term of Office (MM/YYYY-MM/YYYY)						
#	Organization Code	Position Code	From	To	Operation	
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Showing 1 to 4 of 4 entries

### Tips:

- Press Add Item Button to add new entry
- Press Delete Button to remove the entry

## 8. Fill in Section E

### Section E. Preference of Student Accommodation and Period of Residence Help

#### IMPORTANT NOTES

1. You must indicate your preference, at least one choice, of Hall/Quarters, Room Type and Period of Residence.
2. Preferences are not guaranteed.

Please note that different room types are in different room rates, and budget room is not available in Jockey Club Student Quarters (JCSQ). (Please refer to Annex IV - Hall Fees for 2019/20 and Payment Schedule of the "Guidelines for Application of Student Accommodation 2019/20" which is available on the page of [Hall Admission](#) of Student Hostel Website: [www.eduhk.hk/sh](http://www.eduhk.hk/sh) for the hall fee details.)

<
Move
>

JCSQ	<a href="#">Standard Room</a>	Whole Year
JCSQ	<a href="#">Standard Room</a>	Semester 2
Grantham Hall	<a href="#">Standard Room</a>	Whole Year
GH	<a href="#">Budget Room</a>	Semester 2
GH	<a href="#">Budget Room</a>	Semester 1
GH	<a href="#">Budget Room</a>	Whole Year
GH	<a href="#">Budget Room</a>	Whole Year
NH	<a href="#">Budget Room</a>	Semester 1

#### Your Selection

1	JCSQ	<a href="#">Standard Room</a>	Semester 1
2	GH	<a href="#">Standard Room</a>	Semester 2
3	Grantham Hall	<a href="#">Standard Room</a>	Semester 1

### Tips:

- **Drag and Drop the items to the right hand side to indicate the priority**
- **Press > Button to move all options from left to right**
- **Press < Button to move all options from right to left**



## 9. (cont.) Fill in Section E

**If none of my indicated priorities is available\***

- ☐ I opt to give up any room assignment and I understand that I will not be assigned any room
- ☒ I opt to accept any room assignment by the Hall Admission Team.

**Preference to stay with\***

- ☐ Local student
- ☐ Non-Local student
- ☐ Exchange student
- ☒ No preference

**Apply for early check-in**

Leave blank for not early check-in

## 10. Fill in Section F (If applicable)

### Section F. Achievements

Every achievement is awarded for 1 point with a maximum cap of 5 points. Those achievements, including prize and scholarship awarded from 1 May 2018 to 30 April 2019 are considered. (Please refer to the Section F of Point System for the achievement codes, which is available on the page of "[Hall Admission](http://www.eduhk.hk/sh/)" of Hall Management Section Website: [www.eduhk.hk/sh/](http://www.eduhk.hk/sh/))

**Award/ Prize** (e.g. Hong Kong Youth Service Award, Prize-Winner of Hong Kong Youth Piano Competition, President's Honour List, Dean's Honour List, etc.) awarded by recognized institutes such as government bodies, registered companies, academic institutions or non-governmental organizations, etc.

**Scholarship** (e.g. HKSAR Government Scholarship, Multi-faceted Excellence Scholarship, Friend of Hope Scholarship, etc.) awarded by recognized institutes such as government bodies, registered companies, academic institutions or non-governmental organizations, etc.

[+ Add Item](#)

#	Archivement Code	Description	Obtained Date	Attachments	Operation
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Upload"/> *You can upload a maximum of 2 files (3MB each)	<input type="button" value="Delete"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Upload"/> *You can upload a maximum of 2 files (3MB each)	<input type="button" value="Delete"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Upload"/> *You can upload a maximum of 2 files (3MB each)	<input type="button" value="Delete"/>

### Tips:

- Press Add Item Button to add new entry
- Press Delete Button to remove the entry
- Press Upload Button to upload supporting documents
- File type & size: image or PDF files (3MB max each file)

## 11. Fill in Section G (If applicable)

### Section G. Additional Information for Applying for Hall Residence

☐ I am physically handicapped

☐ Others

**Please specify**

## 12. Click “I accept the terms....” in Section H and Click “Apply Application”

### Section H. Undertaking and Declaration

1. I understand that failing to upload all required supporting documents within specified iHostel application period may lead to deduction of hall point score or disqualification of the application.
2. I understand that any information updates and/or document replacement after the specified iHostel application period will not be accepted.
3. Residential Period – I understand that I have to check-in and check-out according to the allocated residential period.
4. Hall Fees – I understand that the hall fees paid are non-refundable. I undertake to settle my lodging charges and hall life education fee before payment deadlines. No cash is accepted at any offices.
5. I understand that early withdrawal will normally not be allowed. Only in the event of very special circumstances, I can apply for early withdrawal to Warden via Hall Affairs Officer and the hall fee for the whole semester must be paid.
6. While I live in the hall/quarters, I undertake to abide by the terms and conditions for student residence, the hall rules, the safety guidelines and all in-house regulations. I understand that the Warden or his / her authorized representative reserves the right to enter my room/flat with or without prior notification to ensure proper care, maintenance and safety of the facilities, to make necessary repairs, and to investigate any suspected violation of residential regulations.
7. In the event that there is a vacancy in my room/flat, I understand that I have to share the room/flat with resident(s) arranged by the Hall Management Office or, in the event that there is no replacement to fill the vacancy, I have to move to another room/flat as arranged by the Hall Management Office.
8. I declare that the information provided in this application, including the related document(s) provided, is true and accurate. I understand that provision of false information may lead to disqualification of the application and/or disciplinary action.
9. I understand that all data collected will be used for hall admission, student record, statistics and research.

☐ I accept the terms and conditions above.

No changes can be made after the application deadline. Please confirm the information you have entered is correct.

✔ Apply Application



## 13. Click “Print Application” to print a copy of submission summary for reference

### Section H. Undertaking and Declaration

1. I understand that failing to upload all required supporting documents within specified iHostel application period may lead to deduction of hall point score or disqualification of the application.
2. I understand that any information updates and/or document replacement after the specified iHostel application period will not be accepted.
3. Residential Period – I understand that I have to check-in and check-out according to the allocated residential period.
4. Hall Fees – I understand that the hall fees paid are non-refundable. I undertake to settle my lodging charges and hall life education fee before payment deadlines. No cash is accepted at any offices.
5. I understand that early withdrawal will normally not be allowed. Only in the event of very special circumstances, I can apply for early withdrawal to Warden via Hall Affairs Officer and the hall fee for the whole semester must be paid.
6. While I live in the hall/quarters, I undertake to abide by the terms and conditions for student residence, the hall rules, the safety guidelines and all in-house regulations. I understand that the Warden or his / her authorized representative reserves the right to enter my room/flat with or without prior notification to ensure proper care, maintenance and safety of the facilities, to make necessary repairs, and to investigate any suspected violation of residential regulations.
7. In the event that there is a vacancy in my room/flat, I understand that I have to share the room/flat with resident(s) arranged by the Hall Management Office or, in the event that there is no replacement to fill the vacancy, I have to move to another room/flat as arranged by the Hall Management Office.
8. I declare that the information provided in this application, including the related document(s) provided, is true and accurate. I understand that provision of false information may lead to disqualification of the application and/or disciplinary action.
9. I understand that all data collected will be used for hall admission, student record, statistics and research.

☐ I accept the terms and conditions above.

No changes can be made after the application deadline. Please confirm the information you have entered is correct.

 Modify Application

 Cancel Application

 Print Application

3/14/2018
Application - iHostel - Student Hostel Application System
1

Application Reference No.: N20170911002259013

### Personal Particulars

**Name in English:**  
TSUI YIU CHUEN CALVIN

**Name in Chinese:**  
朱鈞全

**Student Number:**  
11002259

**Programme Code:**  
A2H049

**Contact No:**  
984117961

### Section A. Home Location

**Home Address\***

Address Line1  
Address Line2  
NORTH POINT HK

**Address Code\***

A03-Tai Po(Tai Wo Station)

**Address Proof\***

Upload Address Proof

**Valid supporting documents:**

- Utilities Bills (water/ electricity/ gas/ fixed line residential telephone service/ broadband network services/ domestic pay TV service)
- Tenancy Contract issued by Hong Kong Housing Authority/ Hong Kong Housing Society
- Documents/ letters issued by government departments/ units
- Documents/ letters issued by bank

Address printed must be identical with the one provided in iHostel application

Name of applicant should be printed

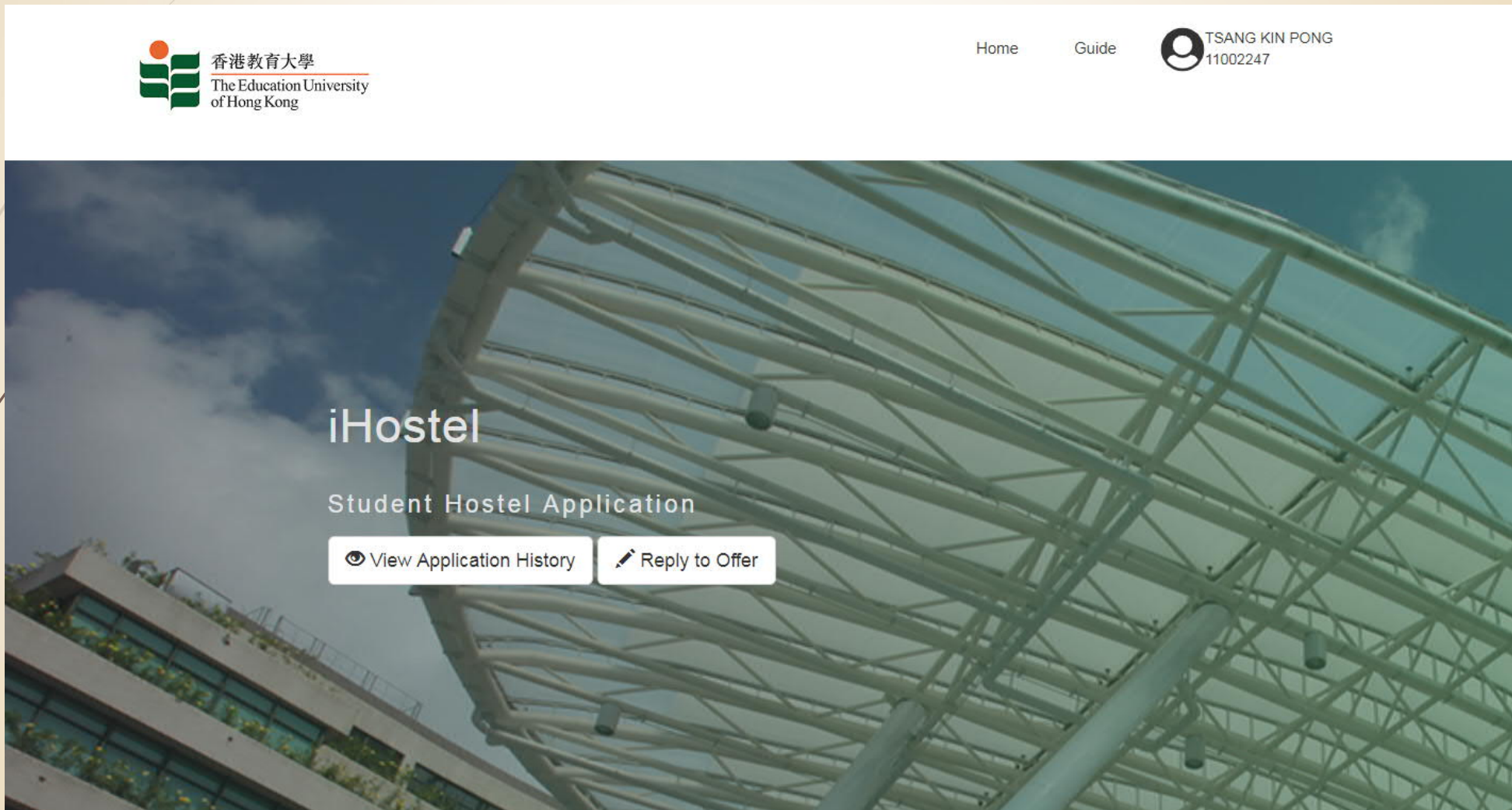
If the addressee of the document is not the applicant, further documentary proof for the relationship between the applicant and the addressee is required

<https://dapp01.edu.hk/hk/hostel/student/apply.jsp?appNo=N20170911002259013>
1/7

## Part II: Accept Conditional Offer

1. In the main page, press “Reply to Offer” Button
2. Click “View Conditional Offer”
3. Click “Decline the offer & cancel my application”, “Decline the offer & put back to waiting list” or “Accept Conditional Offer”

# 1. In the main page, press “Reply to Offer” Button





## 2. Click “View Conditional Offer”

### APPLICATION HISTORY

You can view your application, accept conditional offer here

Term Code	Application No.	Submission Date	Status
201909	<a href="#">N20190903690181002</a>	14/03/2019 14:49:39	Rejected <a href="#">View Conditional Offer</a>
201909	<a href="#">N20190903690181001</a>	13/03/2019 15:05:19	Cancelled
201809	<a href="#">N20180903690181004</a>	29/03/2018 10:41:04	Submitted
201809	<a href="#">N20180903690181003</a>	29/03/2018 10:22:18	Cancelled
201809	<a href="#">N20180903690181002</a>	29/03/2018 09:26:12	Cancelled
201809	<a href="#">N20180903690181001</a>	20/03/2018 16:09:12	Cancelled

Previous 1 Next

[Show Current Term History](#)

### 3a. Click “Accept Conditional Offer” to accept the conditional offer (With Tentative Early Check-in)

Conditional Offer for N20190911002247002

The following is the conditional offer details:

Hall	JCSQ
Room Type	BDG
Hall Period	EX
First Installment Charge	\$380.00
Payment Due Date	18/07/2019
Tentative Early Check-in Date <sup>#</sup>	24/08/2019
Early Check-in Charge <sup>#</sup>	\$580.00

You must settle the First Installment Charge before the Payment Due Date. **Failure to do so will be presumed rejection of this conditional offer.**

After accepting the conditional offer, you can view the First Installment Charge from [Student Account Summary](#). You cannot view the payment status here. Please refer to [Student Account Summary](#) regarding the payment information. Early Check-in Charge is a separate charge which will not be shown in Student Account Summary.

<sup>#</sup>Approved early check-in offer will be notified through students' email. The payment of early check-in fee is required only upon early check-in date.

#### Notes:

- Click **Student Account Summary** to view the First Installation Charge after accepting the conditional offer.
- For conditional offer with Tentative early check-in package, students have to settle the **Early Check-in Charge** via Bank of East Asia (Account no.: **195-25-0000-47**). **DO NOT** settle this charge via Bill Type [02] at any ATM or e-banking services.
- After the payment is made, kindly write down your full English Name and Student ID on the **payment slip** and return it to your hall management office upon your early check-in to your assigned halls/quarters.

## 3b. Click “Accept Conditional Offer” to accept the conditional offer (Without Tentative Early Check-in)

Conditional Offer for N20190911002247002

The following is the conditional offer details:

Hall	JCSQ
Room Type	BDG
Hall Period	EX
First Installment Charge	\$380.00
Payment Due Date	18/07/2019

You must settle the First Installment Charge before the Payment Due Date. **Failure to do so will be presumed rejection of this conditional offer.**

After accepting the conditional offer, you can view the First Installment Charge from [Student Account Summary](#). You cannot view the payment status here. Please refer to [Student Account Summary](#) regarding the payment information.

### 3c. Click “Decline the Offer & cancel my application” to decline the offer and withdraw your hostel application

Conditional Offer for N20190911002247002

The following is the conditional offer details:

Hall	JCSQ
Room Type	BDG
Hall Period	EX
First Installment Charge	\$380.00
Payment Due Date	18/07/2019

You must settle the First Installment Charge before the Payment Due Date. **Failure to do so will be presumed rejection of this conditional offer.**

After accepting the conditional offer, you can view the First Installment Charge from [Student Account Summary](#). You cannot view the payment status here. Please refer to [Student Account Summary](#) regarding the payment information.

### 3c. Click “Decline the Offer & put back to waiting list” to decline the offer and join the waiting list

Conditional Offer for N20190911002247002

The following is the conditional offer details:

Hall	JCSQ
Room Type	BDG
Hall Period	EX
First Installment Charge	\$380.00
Payment Due Date	18/07/2019

You must settle the First Installment Charge before the Payment Due Date. **Failure to do so will be presumed rejection of this conditional offer.**

After accepting the conditional offer, you can view the First Installment Charge from [Student Account Summary](#). You cannot view the payment status here. Please refer to [Student Account Summary](#) regarding the payment information.

## Points to note:

- Student is allowed to login and modify / cancel the application as long as it is within the submission deadline
- Only the Final Submission Record will be processed



# General Enquiry

<b>Hall Admission Team, Hall Management Section (SAO):</b>	<b>2948-6868</b>
<b>Northcote Hall:</b>	2948-6911
<b>Grantham Hall:</b>	2948-6916
<b>Robert Black Hall:</b>	2948-6921
<b>Jockey Club Student Quarters:</b>	2948-6926

Hall Management Section Website: <https://www.eduhk.hk/sh>

Enquiry email to Hall Admission Team: [shostel@eduhk.hk](mailto:shostel@eduhk.hk)





# Thank you!