

THE EDUCATION UNIVERSITY OF HONG KONG

STUDENT AFFAIRS OFFICE

Application Guidelines for Summer Residence 2020

I. Important notes for Summer Residence 2020

1. With the outbreak of Novel Coronavirus (COVID-19), Summer Residence for 2020 will be open for application from eligible students with **genuine needs** for on-campus accommodation during the specified period to minimize the human flow in the hall community.
2. Student halls/quarters are not to be used as quarantine facilities. Students who are under compulsory quarantine as required by the HKSAR Government will not be allowed to enter the student halls/quarters until they complete the compulsory quarantine requirements at home or other accommodation for 14 days.
3. All newly admitted student-residents should submit the Declaration on Health and Travel History when they check-in to the assigned halls/quarters.
4. Student-residents who have travelled outside Hong Kong during the Summer Residence period should inform the Hall Management Office of respective halls after the trip and complete the compulsory quarantine requirements outside the campus for 14 days. Upon their return to hall, student-residents concerned are required to submit a Health Declaration Form and provide documentation proofs for the completion of compulsory quarantine.
5. All student-residents should arrange their own compulsory quarantine accommodation outside the campus, if applicable, **at their own cost**. No allowances will be provided by the University.
6. Same as the previous years, in order to provide safe and healthy, friendly and comfortable living place for students, student halls/quarters will undergo mass renovation or minor maintenance and repair works throughout the summer.
7. To assure the safety, quality and durability of the various project works, the hall places on offer for Summer Residence 2020 will be set out as below.

Hall places on offer for Summer Residence 2020			
Northcote Hall (NH)	Grantham Hall (GH)	Robert Black Hall (RBH)	Jockey Club Student Quarters (JCSQ)
Closed for renovation works		Partial* open for application	
<i>Notes:</i> * Alignment to the University's message to students, human flow in each hall should be minimized. - For RBH, only two-third rooms on each floor will be open for Summer Residence. - For UG flats in JCSQ, each 9-person flat will house 6 summer residents and each 12-person flat will house 8 summer residents.			

8. Owing to the development of COVID-19 and the closure of NH and GH, **Summer Vacation Programme will be suspended in 2020**. The student halls/quarters will not be open for reservation by student bodies of EdUHK for organising orientation camps.

II. Application for Summer Residence 2020

A. Eligibility

All full-time students of the University with genuine needs of hall accommodation are eligible to apply for Summer Residence 2020.

B. Application Period

The application will be open **from 9:00 am on 8 May to 11:59 pm on 14 May 2020**. The online application form is available for access via the webpage of Hall Management Section of Student Affairs Office (www.eduhk.hk/sh/).

C. Submission of Application

1. Application should be submitted online during the application period **from 9:00 am on 8 May to 11:59 pm on 14 May 2020**.
2. Late application or application for extension of residence is normally not accepted.
3. The Hall Management Section reserves the right to reject all applications submitted after the application deadline in any circumstances.

D. Allocation criteria and Priority

1. Available hall places will be allocated with the following priority which was approved by Student Affairs Committee (SAC) in March 2020.

Priority of allocation Criteria for Summer Residence 2020	
I.	UGC-funded full-time Research Postgraduate (RPG) students
II.	UGC-funded full-time Undergraduate (UG) students enrolled in courses offered in Summer Semester #
III.	Other UGC-funded full-time Undergraduate (UG) students
IV.	UGC-funded full-time Postgraduate Diploma in Education (PGDE) students
V.	UGC-funded full-time Higher Diploma in Early Childhood Education HD(ECE) students
VI.	Self-financed full-time students

Applicants are required to upload the documentation proof(s) for course enrollment in the Summer Semester to the online form during the application period. Late submission will not be accepted.

2. In case of overwhelming demand, a computer-generated randomized number will be assigned to applicants for hall place allocation according to the above-mentioned allocation priority.
3. Applicants can indicate their hall/room type preferences in the application but their preferences will not be guaranteed.
4. The principle on the assignment of hall/bed places is minimizing unnecessary movement of current residents of RBH and JCSQ if their applications are successful.

E. Pair-up of Room-mates

1. Applicants may indicate their room-mates via the online application form.
2. Applicants who have not indicated their room-mates will be assigned one(s) by the Hall Management Office of the designated hall for genuine operational needs. In case the room type indicated cannot be arranged, applicants without room-mates may be assigned to another available room type. The Hall Management Section reserves the right to make a final decision on room allocation in any case of dispute.

F. Summer Residence Period

Summer Residence is offered on **a weekly basis**. The residential periods are listed as follow:

Current hall residents ^{1,2}	5 June 2020 (Fri), 14:00 – 14 August 2020 (Fri), 12:00 noon	At least 1 week
Other eligible applicants	12 June 2020 (Fri), 14:00 – 14 August 2020 (Fri), 12:00 noon	At least 4 consecutive weeks

Notes:

1. Current hall students have not checked-out on or before mass check-out date, i.e. 5 June 2020, 12:00 nn.
2. Current hall residents of NH and GH will be relocated to RBH or JCSQ due to the closure of NH and GH.

G. Announcement of Result, Acceptance of Offer and Payment of Lodging Fees

1. Successful applicants will receive the conditional hall offers via email from SAO (shostel@eduhk.hk) **on 25 May 2020**.
2. To confirm acceptance of the hall offer, the students should settle all payment listed in the conditional offer and return the **original** bank deposit slips to the designated Service Counter of Hall Management Section in B4-G/F-01A, **from 26-28 May 2020 (9:00 am - 5:00 pm)**. No cash is accepted by Hall Management Section and the Hall Management Office of each student hall/quarters. All fees paid are non-refundable and non-transferable.
3. Students with difficulties in returning the original bank deposit slip within the specified deadline above may request for special approval from Hall Management Section of SAO by email (shostel@eduhk.hk) with justified reasons and supporting documents, if any. The **original** bank deposit slip should be submitted to the Hall Management Section before or upon check-in.
4. Successful applicants will receive notification via email from Hall Management Offices on **29 May 2020** for the check-in arrangements for Summer Residence.
5. For unsuccessful applicants, they may consider applying for Discretionary Hall Places for Summer Residence to Director of Student Affairs (DSA) or a Warden if they have genuine needs. The online application will be open from **26 May to 29 May 2020** (<https://www.eduhk.hk/sh/view.php?secid=5804&u=u>). Consideration for discretionary hall places would be made with reference to the criteria set out as below:
 - (a) DSA's Discretion: Family/ health issue, contribution to the University, or other special reasons
 - (b) Wardens' Discretion: Hall contribution

The application will be considered case-by-case with valid supporting documents. The result will be announced separately **in early June 2020**.

H. Weekly Rate of Summer Residence

All Full-time Students	RBH		JCSQ
	Standard Room	Budget Room*	Standard Room
UGC-funded	HK\$ 335	HK\$ 235	HK\$ 335
Non UGC-funded	HK\$ 505	HK\$ 355	HK\$ 505

* Budget Room is only available in RBH.

RPg Students Only	RPg Flat in JCSQ			
	Single Room		Shared Room	
	Type I	Type II	Type I	Type II
	HK\$ 455	HK\$ 605	HK\$ 395	HK\$ 445

I. Other Fees and Charges

1. Summer residents of RBH have to pay the air-conditioning charge for their own bedrooms and laundry charges.
2. For JCSQ, utilities charges except electricity are included in the weekly rate of Summer Residence. Electricity will be charged in accordance with CLP bills. In case CLP bill is not available owing to difference between the residential period and CLP's charged period, the charged consumption will be based on meter reading and the payment will be calculated at HK\$1.30/KW/H.
3. Linen will not be provided.
4. A penalty of HK\$200 per day will be levied on students who check-out after the approved period of stay.
5. All fees paid are non-refundable and non-transferable.

J. Enquiry

Please contact the Hall Management Section at (852) 2948 6868 or email to shostel@eduhk.hk.

Hall Management Office
Student Affairs Office
29 April 2020