Section A

Scenario 3

The addressee on the utility bill (Water/Electricity/Towngas/ Piped LPG) is the student-applicant's relative other than his/her parents or grandparents (Type A*)

Required Address Proofs for Section A

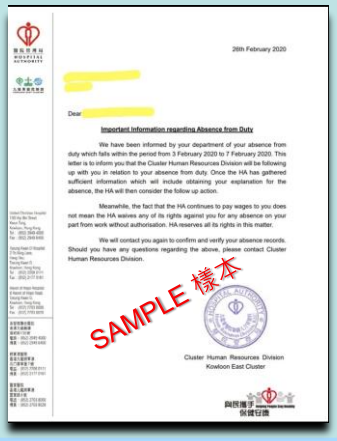
1. Utility Bill (Water/Electricity/Towngas/ Piped LPG) Issued within 3 Months



3. Duly Signed Declaration Form by the Addressee*



4. Document/letter Issued to the Student-applicant by Designated Government Departments/Authorities# within 3 Months



2. Relationship Proof with the Addressee of the Utility Bill (e.g. Birth/Marriage Certificate)









5. Self-declaration on iHostel Application Form

Self-declaration on the Authenticity of the Address Submitted

☑ I hereby declare that the address submitted in this hall application form is my usual residence at which I have continuously lived for at least 6 months and will continuously live for the next 12 months. I understand that if I knowingly make any false statement in my application, I will be **liable for the University's disciplinary actions and criminal prosecution.** I agree that the Student Affairs Office has the entire right to request other information/documents or conduct any necessary investigation to verify my hall application at any time.

* Type A – The student-applicant can download the template of the Declaration Form by the relatives from the iHostel Application Form and Hall Management Section's website.
\# Please refer to the Application Guidelines (Annex II) for the details of the 6 designated Government Departments/Authorities.

Section A

Scenario 3

The addressee on the utility bill (Water/Electricity/Towngas/ Piped LPG) is the student-applicant's relative other than his/her parents or grandparents (Type A*)

Template can be downloaded from the Hall Management Section's website and the iHostel Application Form.

Duly Signed Declaration Form by the Addressee

CONFIDENTIAL (機密文件)

香港教育大學
The Education University of Hong Kong

Declaration from Relative (for Hall Application Purpose)

To: Student Affairs Office, the EdUHK

I _____ (Name of Declarant), am residing at "_____ (address)".

I hereby declare that _____ (Name of Student-applicant and Inhabitant) has continuously lived with me in the address submitted for **AT LEAST 6 MONTHS** from _____ (dd/mm/yyyy) to _____ (dd/mm/yyyy) and **will continuously live with me in the address submitted for the NEXT 12 MONTHS**. I attach herewith my address proof within 3 months from the time of application and I certify that the attached address proof is * the complete original / a complete and true copy of the original. I UNDERSTAND THAT IF I KNOWINGLY MAKE ANY FALSE STATEMENT, IRRESPECTIVE OF THE RESULT OF THE HALL APPLICATION SUBMITTED BY THE STUDENT-APPLICANT, I WILL BE LIABLE FOR CRIMINAL PROSECUTION.

Signature: _____

Name (BLOCK LETTERS): _____

Relationship with the Student-applicant: _____

Day-time Contact No.: _____

Date: _____

** Please delete where inapplicable*

****

PERSONAL INFORMATION COLLECTION STATEMENT & PRIVACY POLICY STATEMENT

Personal data provided in this declaration form will be used for the purpose of hall application organized by the Student Affairs Office/Hall Management Section. The personal data provided will not be transferred to other systems within EdUHK, nor any outside parties. All personal data collected will be destroyed within 1 year. In accordance with the Personal Data (Privacy) Ordinance, holders of personal data have the right to access to and correct personal data submitted. If you wish to check or change the personal data submitted, please contact the Student Affairs Office in written via (shostel@eduhk.hk).

Section A

住址證明示例
Examples of Address Proofs

A. For Local Students

EXAMPLES

1. A Bill Issued by a Utility Company (Water/Electricity/Towngas/Piped LPG)

Not a bill issued by a utility company



A bill issued by CLP



Section A

住址證明示例
Examples of Address Proofs

A. For Local Students

EXAMPLES

2. Date of Issuance should be WITHIN 3 months from the time of application
(e.g. Application period for Special Round, 2026/27: 11 to 18 November 2026)

住宅用電
發單日期 (日-月-年)
10-08-26
Date of issuance: 2026/8/10
(Beyond 3 months)



住宅用電
發單日期 (日-月-年)
15-10-26
Date of issuance: 2026/10/15
(within 3 months)



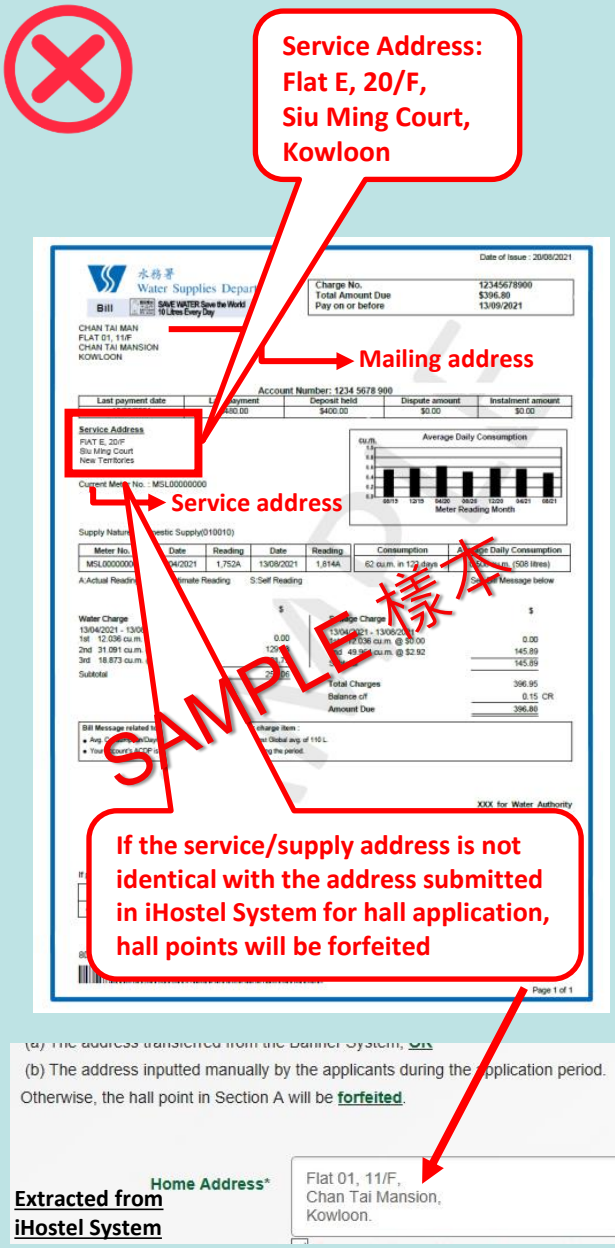
Section A

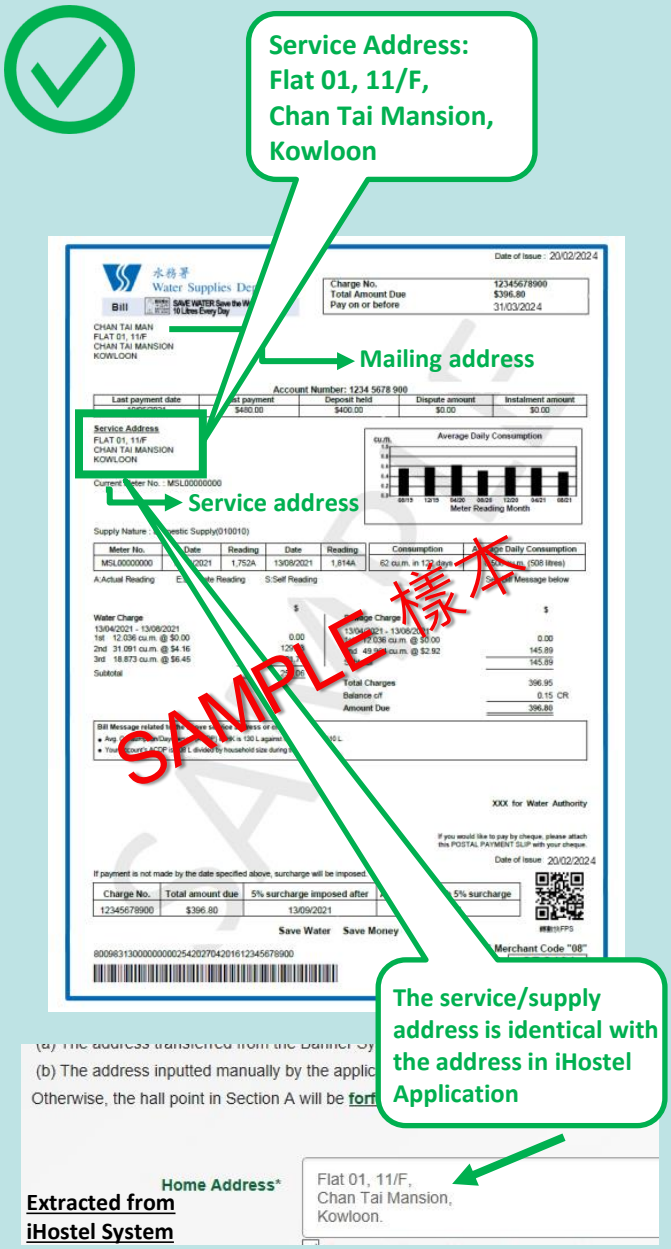
住址證明示例
Examples of Address Proofs

A. For Local Students

EXAMPLES

3. Only the **service/supply address** listed on the utility bill will be considered as a valid address for hall application and it must be identical to the address submitted in iHostel System.





Section A

住址證明示例
Examples of Address Proofs

A. For Local Students

EXAMPLES

4. Attach RELATIONSHIP PROOF if name of the addressee is NOT SHOWN on the supporting document or NOT MATCHING with the name on EdU Card

CHAN BA BA PETER
九龍藍田
教大邨教育樓1樓A室

Name on the address proof does not match with the name of applicant "Chan Tai Man"





Applicant: Chan Tai Man

Name on the address proof does not match with the name of applicant e.g. Name of parents



+





Applicant: Chan Tai Man



Showed the relationship between addressee "Chan Ba Ba Peter" and the applicant "Chan Tai Man"

RELATIONSHIP PROOF e.g. Birth certificate

Section A

住址證明示例
Examples of Address Proofs

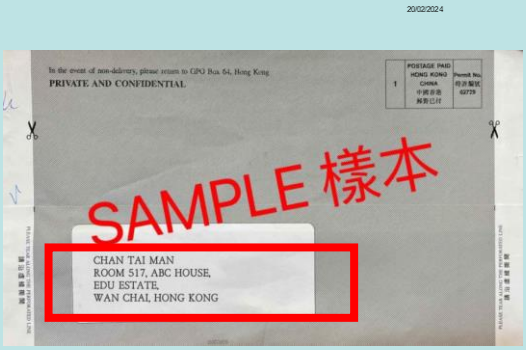
A. For Local Students

EXAMPLES

5. Address should be shown in Full-size (whole page)
Cropped, partial documents and envelope are not accepted



No address shown in supporting document



Address shown on the envelope



Address shown on the envelope

Address should be shown on a full page document



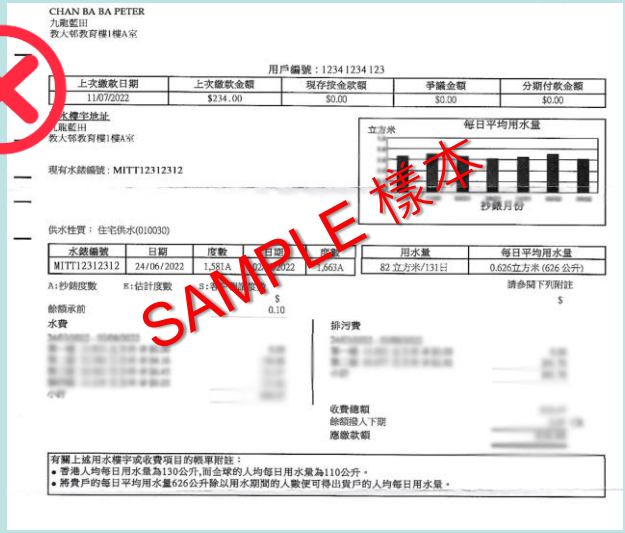
Section A

住址證明示例
Examples of Address Proofs

A. For Local Students

EXAMPLES

5. Address should be shown in Full-size (whole page)
Cropped, partial documents and envelope are not accepted



Date of issuance NOT shown on the supporting document



Provision of partial document(s)

All information in the supporting documents should be displayed



Section A

住址證明示例
Examples of Address Proofs

A. For Local Students

EXAMPLES

6. Appropriate way to protect your personal information for verification





All information is blurred/concealed; Just showed the name of the addressee, residential address and the date of issuance

Students may blur or conceal the unnecessary information/ data that they do not want to expose; name of the addressee and the date of issuance should be clearly showed on the supporting documents

Section A

住址證明示例
Examples of Address Proofs

A. For Local Students

EXAMPLES

7. Attach DEED POLL if name of the addressee is NOT ALIGN with the supporting document or RELATIONSHIP PROOF .



陳大文

CHEN DAWEN

Name on the address proof does not align with the name of applicant "Chan Tai Man"



陳大文

CHAN TAI MAN

Name on the address proof does not align with the name of applicant "Chan Tai Man"

The English name shown on the address proof does not match the applicant's English name
e.g. differences in spelling or phonetics.







DEED POLL
e.g. Birth certificate

All information in the supporting documents should be displayed

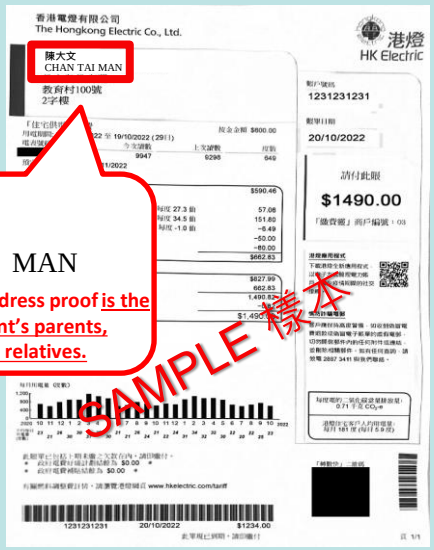
Section A

住址證明示例
Examples of Address Proofs

A. For Local Students

EXAMPLES

7. Attach the PUBLIC HOUSING TENANCY AGREEMENT as proof of relationship. The student applicant's name must appear on the tenancy record if they claim to live at the same address.



陳大文

CHAN TAI MAN

Name on the address proof is the student-applicant's parents, grandparents or relatives.



陳嘉怡

CHAN KA YI

Applicant's name on the relationship proof has been deleted.

The Public Housing Tenancy Agreement shows the relationship between CHAN TAI MAN and CHAN KA YI. However, it also indicates that CHAN KA YI has been removed from the list of household members. The applicant's name MUST BE indicated on the PUBLIC HOUSING TENANCY AGREEMENT to prove that the student is currently a member of the household.





Showed the relationship between addressee "CHAN TAI MAN" and the applicant "CHAN KA YI"

All information in the supporting documents should be displayed