

Lee Woo Sing College, The Chinese University of Hong Kong Hostel Application (Term Residency, 2020/21)

Note to Applicants (LOCAL Students with H.K. Addresses – 2020/21 Cohort)

Please check if you are eligible to apply in this batch of application:

- You are a local student studying in Lee Woo Sing College;
- You are living in a premises in Hong Kong and able to provide address proof of such;
- You have not applied/ are not going to apply for suspension of study (including voluntary suspension of study, work-study programme, overseas exchange programme; in which residency in University is not allowed during period of suspension of study) for the applied period of residency in 2020/21.

Applicants should read the following note carefully before submitting their hostel applications.

General information

1. A total of 280 hostel places (single-occupancy double rooms are available) in the College campus will be offered to students of Lee Woo Sing College in 2020/21 residential year. Approximately 35% of the available hostel places will be offered for local students who admitted in 2020/21 cohort.
2. All Lee Woo Sing College students are eligible to apply for hostel accommodation under residence scheme of local students, except the following students:
 - I. Students who are living in a premises outside Hong Kong and unable to provide a local address proof;
 - II. Students applied/ going to apply for suspension of study (including voluntary suspension of study, work-study programme, overseas exchange programme; in which residency in University is not allowed during period of suspension of study) for the applied period of residency in 2020/21.
3. The College offers special residence for local students who are studying MBChB GPS Programme and students receiving University Sports Scholarship for the period identical to the guaranteed period declared at the time the students admitted to the College, e.g., 8 terms of full residence (except summer residence) are to be offered for students studying MBChB GPS Programme, all terms of full residence during the period students receiving the University Sports Scholarship. Eligible students shall indicate using the quota while lodging an application. Otherwise the College will assume they are going to stay off-campus and no residence in hostel is required.
4. The term residence for students of 2020/21 cohort starts from 18 November 2020 (Period 1) or 2 January 2021 (Period 2) and ends on 15 May 2020 (end date of Term 2, 2020/21 as stated in the provisional University almanac, subject to change by the University).
5. Allocation scheme is the main selection criteria for hostel allocation. Please refer to Appendix 1 for details.
6. All applicants applying for hostel residency shall agree to be abided by the Student Hostel Regulations upon their submission of application.

Fees

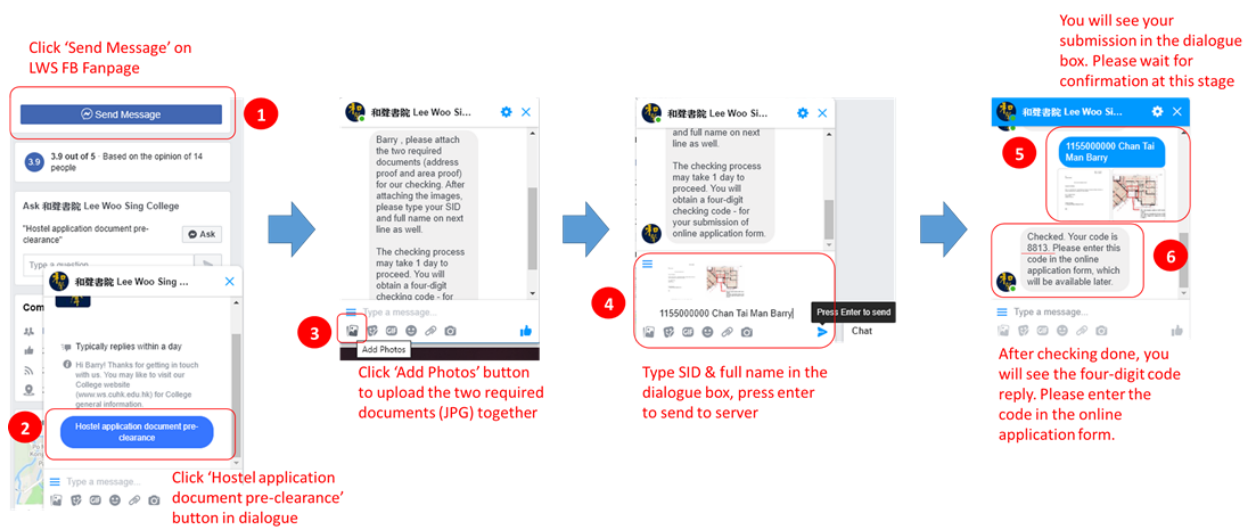
7. The hostel fees of Term Residence 2020/21 are as follows:
Single-occupancy double room: HKD\$8,889 per bed for Period 1 or HKD\$6,497 per bed for Period 2
Fees are to be paid in two installments which will due by the end of November 2020 and the end of January 2021. Failure to pay the required fees will lead to disqualification of hostel residency. Each successful applicant is required to pay HKD1,000 as hostel deposit.

Application procedures

8. Only online application is accepted. The application period is from 3 November 2020 (2:00pm) to 10 November 2020 (11:59pm). Please complete the application form here: (<https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=11160419>). Late or incomplete application will not be handled.
9. Applicants will receive automatic confirmation email with completed forms in PDF after submission of forms. Applicants should keep the email until announcement of application results. In case applicants do not receive the confirmation email within 2 hours, they may submit it again or contact College Office for assistance (before the application deadline).
10. Applications will be processed once lodged on the system (at the time applicants receive the confirmation email). Alternation of information or re-submission of proof cannot be done online or via email. Applicants must fill in a paper form and sign in person at College Office during office hours (before the application deadline) rather. Submission of duplicated application is not allowed.
11. Applicants are required to scan and upload clear copies of the following documents (in JPEG format, not larger than 2Mb) when lodging their applications*:
- I. Recent proof of applicant's residential address with applicant's full name printed on it (any one of the following): notification letter or letters issued from 1 August 2020 to 10 November 2020 by the Government / University/ banks, or utilities bills, including electricity/ telephone bills (applicant's name must be printed on the proof, *but not be affixed with address labels*);

Please refer to Appendix 2-4 for samples of valid & invalid address proof.
 - II. Proof of living area (any one of the following): letter of proof by Estate Offices of Housing Department, proof from Land Office, floor plan on agreements for sale and purchase of building units or sales brochure, or flat cost estimation on banks' website (showing the size of the flat);

Please refer to Appendix 5 for sample of valid area proof.
- * Applicants may proceed optional Document Pre-Clearance (submitting supporting documents stated in I and II only to ensure those documents are valid and to be accepted) online (FB Messenger) during application period. Applicants will be given a document checking code to enter with while lodging their online application. There are no changes in the procedures of online application – if applicants are confident that their documents are valid, they do not have to perform Document Pre-Clearance procedures and upload e-copies of documents as usual.**



If applicants could not provide the above proofs I and/or II, they can make a declaration at the Home Affairs Department and submit the document(s) to the College.

12. Scores of related parts will not be counted if applicants fail to upload the required proofs.

Application results, zone/ roommate preference and appeal

- 13. Application results will be announced on the College website on or after 10 November 2020. Random room allocation will be applied for Term Residence 2020/21.
- 14. Unsuccessful applicants (who are indicated on the waiting list) may lodge appeals in writing to the Hostel and College Facilities Management Committee with supporting documents which to be submitted to the College office via email. Application period for appeal is from the date of result release until 30 November 2020.

Move-in dates

- 15. Successful applicants must complete move-in the hostel from 18 November 2020 (Period 1) or from 2 January 2020 (Period 2) as stated on the confirmation email to be sent to them upon release of application results.

Withdrawal

- 16. Successful applicants who would like to withdraw from hostel residency before move-in shall write to the College Office before 17 November 2020; Students who would like to withdraw from hostel residence after 17 November 2020 and during term time are required to submit their applications to the Wardens in written form one month in advance of the planned last date of stay. Please refer to the “Notice of Hostel Application and Withdrawal” for details. Penalties apply for cases of short notice.
- 17. The hostel places vacated by students who withdrew from their hostel places will be assigned by the Hostel and College Facilities Management Committee to other applicants on the waiting list during term time.

Swapping of rooms

18. Allocated hostel places are not transferable and not exchangeable. Swapping of rooms is not allowed for Term Residence 2020/21.
19. Lee Woo Sing College Hostel and College Facilities Management Committee reserves the final right of allotting the hostel places.

*Secretary, Hostel and College Facilities Management Committee
2 November 2020*

Appendix 1

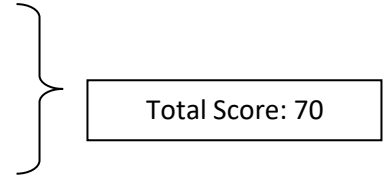
Hostel Selection Criteria 2020/21

Hostel Scoring Scheme

- a. **One-way traveling time from home to MTR University station by public transportation (60 scores)**

**Hostel places will be guaranteed for students required to travel for more than 120 minutes from home to MTR University station for school*

- b. **Average household area per capita (10 scores)**



- a) One-way travelling time from home to CUHK by public transportation* (60 scores)

Calculation formula:

Score = shortest travelling time from home to MTR University Station by public transportation (capped at 100 min) as shown on Google Maps x 0.6

Applicants need not to calculate the travel time on Google Maps themselves or upload the screen capture. The College Office will verify the time required manually. The College Office will calculate the travelling time on Google Maps with setting: arrival time at 8:30am at MTR University Station from applicants' home, on 10 November 2020.

**Hostel places will be guaranteed for students required to travel for more than 120 minutes from home to MTR University station for school. However, the calculation is solely depends on Google Maps's data. No manual calculation will be carried out for these cases. Students are advised to check the required time according to the information above before choosing the 120-minutes exemption option.*

- b. Average household area per capita (10 scores)

Calculation formula:

The score will be calculated in a linear scale.

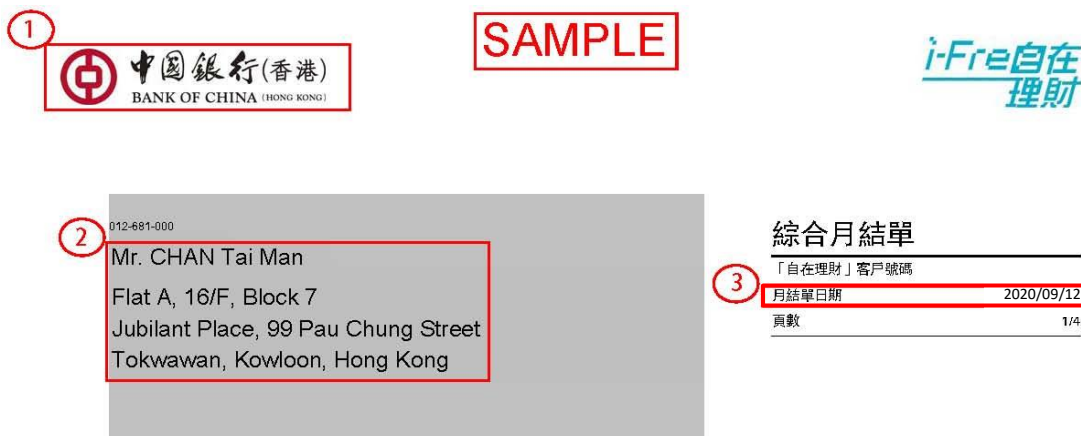
Score = (150 - Saleable area in square feet **per capita**^) x 0.1

^ The maximum and minimum areas per capita are 150 square feet and 50 square feet respectively

Appendix 2

Sample of Valid Address Proof

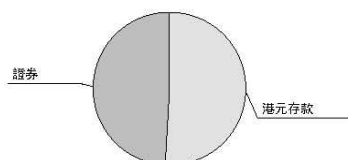
1. ✓ Letter issued by Government/University/banks, or utilities bills including electricity/ telephone bills
2. ✓ Applicant's residential address with applicant's full name printed on the letter
3. ✓ Letter issued from 1 August 2020 to 10 November 2020



財務摘要

| | 上月結餘/結欠 (港元等值) | 當月結餘/結欠 (港元等值) |
|-----------------------|-------------------|-------------------|
| 存款 | 港元 | |
| 投資 | 證券 ^Ω | |
| 資產總值 ^Σ | | |
| 信用卡 | 結欠金額 | |
| 「綜合理財總值」 ^Δ | | |

資產總值分佈*



賬戶概覽

| 服務 | 賬戶 | 賬戶號碼 | 原幣值結餘/(結欠) | 港元結餘/(結欠)或其等值 |
|----|--------|------|------------|---------------|
| 存款 | 港元儲蓄存款 | | | |
| | 港元往來存款 | | | |
| | 外幣儲蓄存款 | | | |
| 服務 | 賬戶 | 賬戶號碼 | | 港元結餘/(結欠)或其等值 |
| 投資 | 證券 | | | |
| 服務 | 賬戶 | 賬戶號碼 | | 港元結欠或其等值 |

註:

* 少於0.1%的資產類別不作顯示。

Ω 「證券」包括證券賬戶的總值、家庭證券賬戶的總值、證券孖展賬戶的總值及證券孖展賬戶的現金賬餘額 (a. 包括賣出待交收證券市值; b. 不包括買入待交收證券市值及部份已交收的外幣證券參考市值)。

Σ 「資產總值」即「存款」及「投資」產品類別的資產總和。

Appendix 3

Sample of **Invalid** Address Proof

1. X Letter NOT indicated issuance unit
2. X Applicant's residential address NOT with applicant's full name printed on the letter
3. X Letter NOT issued from 1 August 2020 to 10 November 2020

①

SAMPLE

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理財

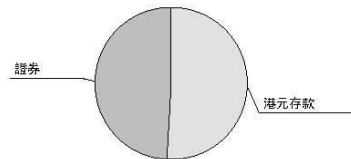
② 012-681-000
Mr. Chan Wai Keung & Mrs. Chan Lee Ka Ching
Flat A, 16/F, Block 7
Jubilant Place, 99 Pau Chung Street
Tokwawan, Kowloon, Hong Kong

③ 綜合月結單
「自在理財」客戶號碼
月結單日期 2018/10/28
頁數 1/4

財務摘要

| | 上月結餘/結欠 (港元等值) | 當月結餘/結欠 (港元等值) |
|-----------------------|-------------------|-------------------|
| 存款 港元 | | |
| 投資 證券 ^Ω | | |
| 資產總值 ^Σ | | |
| 信用卡 結欠金額 | | |
| 「綜合理財總值」 ^A | | |

資產總值分佈*



賬戶概覽

| 服務 | 賬戶 | 賬戶號碼 | 原幣值結餘/(結欠) | 港元結餘/(結欠)或其等值 |
|----|--------|------|---------------|---------------|
| 存款 | 港元儲蓄存款 | | | |
| | 港元往來存款 | | | |
| | 外幣儲蓄存款 | | | |
| 服務 | 賬戶 | 賬戶號碼 | 港元結餘/(結欠)或其等值 | |
| 投資 | 證券 | | | |
| 服務 | 賬戶 | 賬戶號碼 | 港元結欠或其等值 | |

註:

* 少於0.1%的資產類別不作顯示。

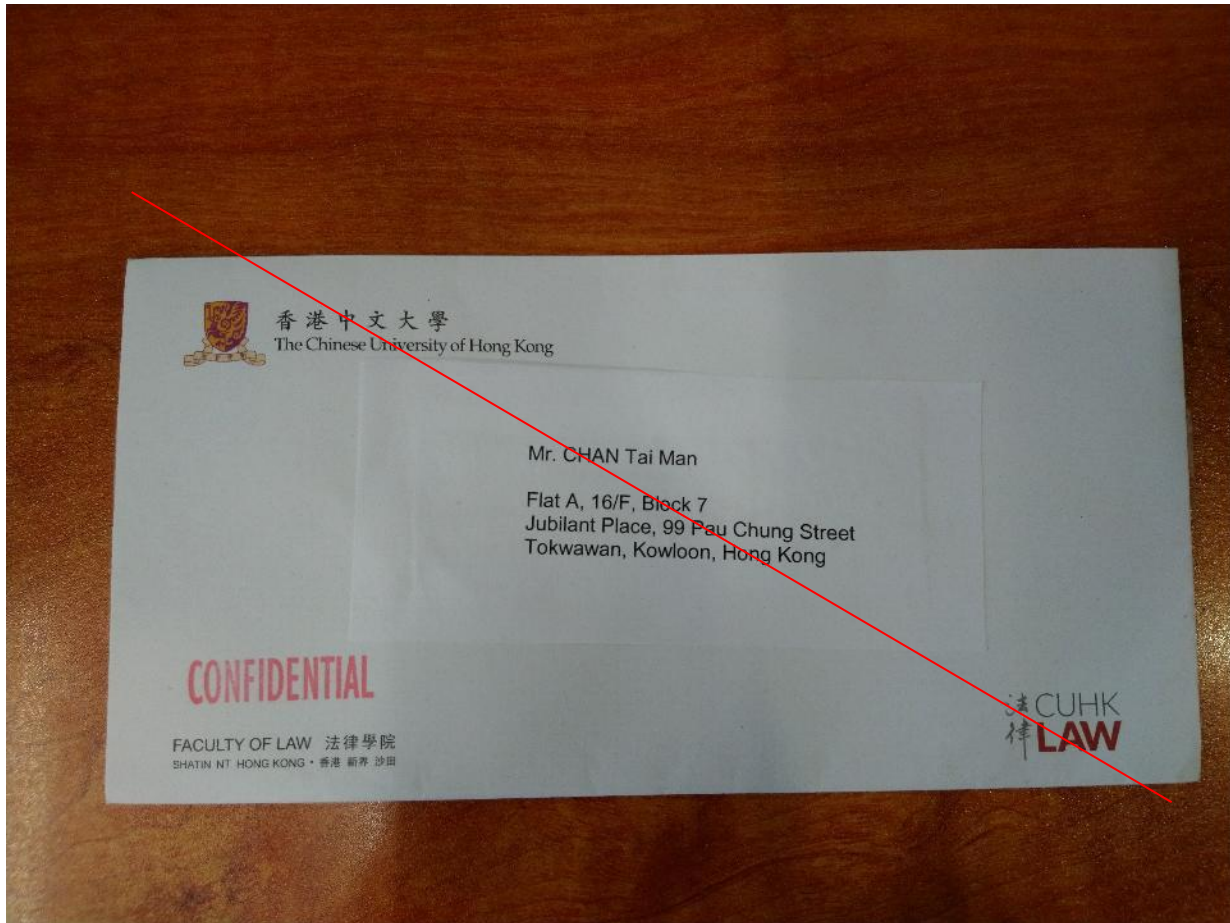
Ω 「證券」包括證券賬戶的總值、家庭證券賬戶的總值、證券孖展賬戶的總值及證券孖展賬戶的現金賬餘額 (a. 包括賣出待交收證券市值; b. 不包括買入待交收證券市值及部份已交收的外幣證券參考市值)。

Σ 「資產總值」即「存款」及「投資」產品類別的資產總和。

Appendix 4

Sample of ***Invalid*** Address Proof

1. X Applicant's name is affixed with address labels, not printed on the proof



Appendix 5

Sample of Valid Area Proof

1. ✓ Flat cost estimation on banks' website (showing the size of the flat)

e-Valuation

Online Mortgage Experience

Instant Valuation > Mortgage Calculator > Quick Apply > Document Upload

Estate / Building Search | Address Search

Address search

Area: KOWLOON

District: TO KWA WAN

Estate Name: JUBILANT PLACE

Block No. / Block Name: JUBILANT PLACE TOWER 7

Floor: 16

Flat: A

Covered Carpark: -----

I/We have read and understood the [Terms and Conditions](#) of this e-Valuation and agree to be bound by the same.

Search

Valuation Result Print this

Property Address: Flat A, 16/F, JUBILANT PLACE TOWER 7, JUBILANT PLACE, 99 PAU CHUNG ST, TO KWA WAN, KOWLOON
九龍, 土瓜灣, 炮仗街 99 號, 欣榮花園, 欣榮花園第7座, 16 樓, A 室

Floor Area (sq.ft.): Gross Area : 741
Saleable Area : 607

Date of Completion: 01/1998

Valuation (HKD): 7,970,000

Date of Valuation: 15/03/2019

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Terms and Conditions apply