

Lee Woo Sing College, The Chinese University of Hong Kong Hostel Application (Term Residency, 2023/24)

Note to Applicants (LOCAL Freshmen with H.K. Addresses – 2023/24 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 2023/24

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

General information

1. A total of 640 hostel places in the College campus will be offered to students of Lee Woo Sing College in 2023/24 residential year. Approximately 20-25% of the available hostel places will be offered for local freshmen who admitted in 2023/2024 cohort.
2. All Lee Woo Sing College students are eligible to apply for hostel accommodation, except the following students:
 - I. Students who are living in a premises outside Hong Kong and unable to provide a local address proof;
 - II. 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 2023/24
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 and 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 starts from 4th September 2023 and ends on 11th May 2024 (end date of Term 2, 2023/24 as stated in the provisional University almanac, subject to change by the University) for all students.
5. Allocation scheme and special quotas are 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 & subsidy scheme

The hostel fees of Term Residence 2023/24 per person are \$16,414 (double room), \$12,348 (triple room) and \$10,318 (quadruple room) respectively. The fees are inclusive of high-speed internet connection fee and to be paid in two installments which will be due by the end of September 2023 and the end of January 2024. 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

7. Only online application is accepted. The application period is from 24th August 2023 (9:00am) to 28th August 2023 (10:00am). Please complete the application form here: (<https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=13665010>). Late or incomplete application will not be handled.
8. 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).
9. 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 via the same online form. Applicants must submit correction of information in person at College Office (before the application deadline) rather. Submission of duplicated application is not allowed and will affect your application process.
10. Students planning to apply for half-year residency (of either term) due to partial suspension of study or early graduation should submit their application during the above mentioned application period no matter which term of residency they are applying for.
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 1st May 2023 to 28th August 2023 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 (via College's Facebook/Instagram messenger) before 5pm, 27th August 2023. 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, roommate preference and appeal

13. Successful applicants may submit an online Roommate Preference Form (available from 29th August 2023) if they wish to indicate their roommate preference. Random room allocation will be arranged.

14. Unsuccessful applicants (who are indicated on the preliminary list of waiting list) may lodge appeals in writing signed letter to the Hostel and College Facilities Management Committee with supporting documents which to be submitted as attachment via email. Application period for appeal is from the date of result release until 8th September 2023. Results of appeals will be announced in due course.

Move-in dates

15. Successful applicants must complete a check-in form and move-in the hostel at the time specified (on 2 or 3 September 2023) on the confirmation email to be sent to them upon release of application results. Please bring all the required documents during move-in for on-site verification purpose.

Withdrawal

16. Successful applicants who would like to withdraw from hostel residency 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. Students applying for swapping of room will be only considered if valid reasons are provided, and if all the members involved in the rooms agree and sign on the form "Application for Swapping of Room". Students should submit the form to Wardens' Office after term commencement. They could only swap their rooms after receiving the written confirmation from the Office.

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
10th August 2023

Appendix 1

Hostel Selection Criteria 2023/24

I. Special Quotas

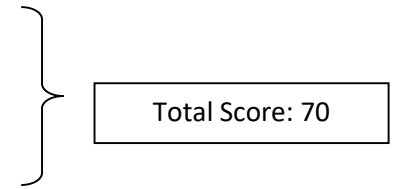
The College has reserved 30 quotas for students who have medical problems, family problems or other reasons deemed valid by the Committee. Students shall lodge their online application (choosing special schemes), state their reasons and upload the document proof by the application deadline.

II. 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: the average of arrival time at 8:30am and 10:30am at MTR University Station from applicants' home, on 30th August 2023.

**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' 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 sq. ft. per capita[^]) x 0.1

[^] The maximum and minimum areas per capita are 150 sq. ft. and 50 sq. ft. 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 1st May 2023 to 28th August 2023



Appendix 3

Sample of ***Invalid*** Address Proof

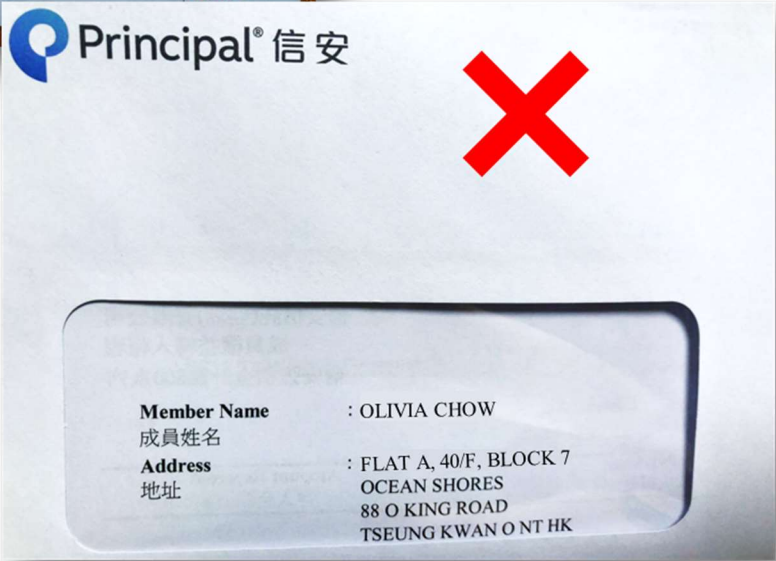
1. X Letter NOT indicated issuance unit
2. X Applicant's residential address NOT with applicant's full name printed on the letter
3. X Letter NOT issued from 1st May 2023 to 28th August 2023



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

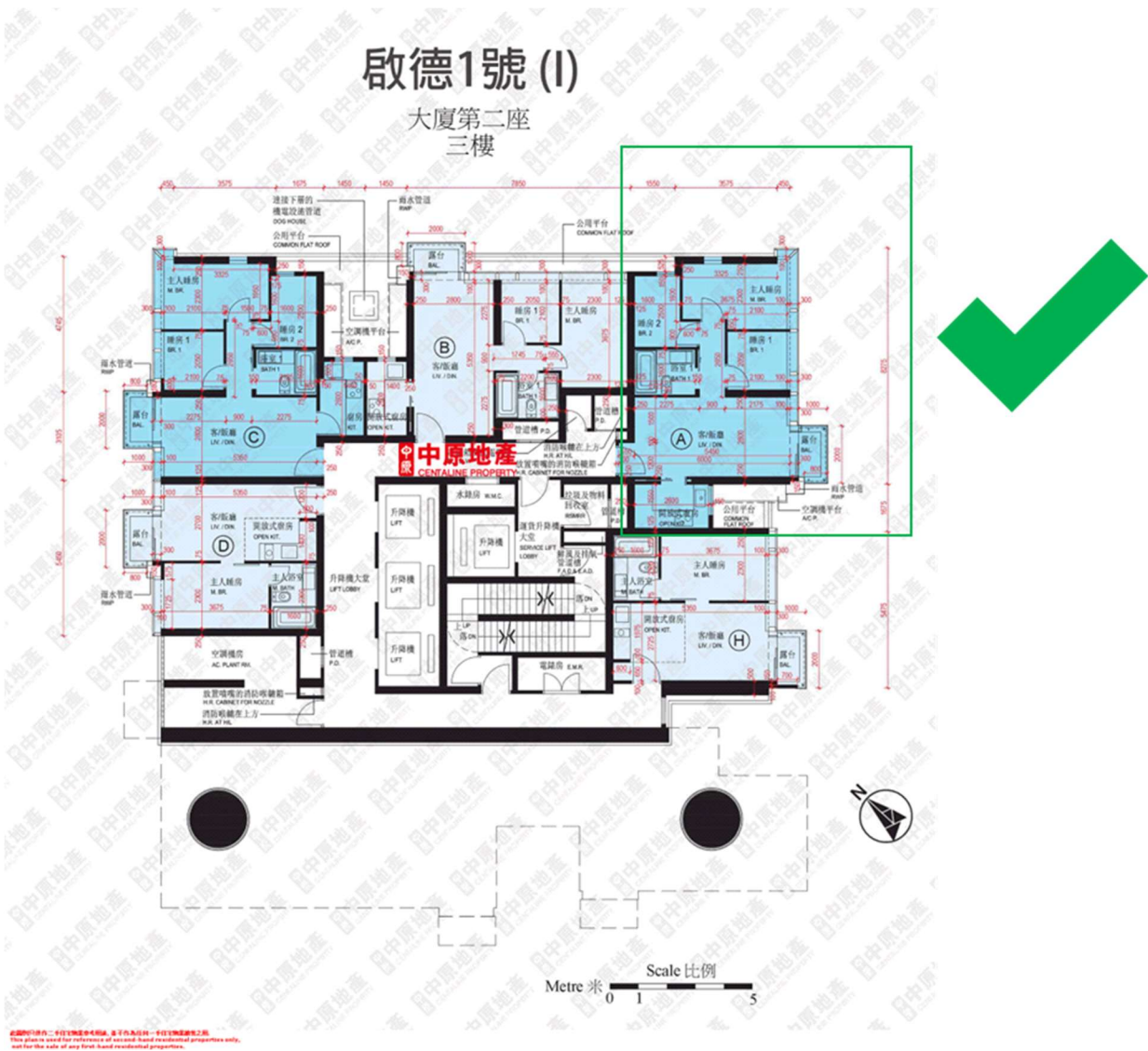
1. ✓ Flat cost estimation on banks' website (showing the size of the flat in saleable area scale)

The screenshot shows the Citi website's Property Valuation tool. The page has a blue header with the Citi logo and navigation links for Banking, Credit Cards, Mortgages, Loans, and Insurance. A search icon and a 'Login To' link are also present. Below the header are three icons: Property Valuation (a house with a dollar sign), Mortgage Calculator (a grid with C, +, -, =), and Quick Apply (a pencil). The main content area is divided into two columns. The left column is titled 'Enter property details' and contains several dropdown menus: ZONE (Kowloon), DISTRICT (Kai Tak), ESTATE NAME (Victoria Skye), PHASE (Ocean Waves), BLOCK/BUILDING (2 T), FLOOR (18), and FLAT/UNIT (D). A 'GET PROPERTY VALUATION' button is at the bottom of this column. The right column is titled 'Property Value' and displays the following information: Address: Flat D, 18/F, Block 2 T, Victoria Skye, Kai Tak, Kowloon; Valuation HKD: 10,210,000; Gross floor area (sq ft): 0; Saleable area (sq ft): 472 (highlighted with a green box); Property age (year/s): 3; Valuation date: Mon Mar 08 2021; Reference Number: Citi-b27977646. A large green checkmark is placed to the right of the 'Saleable area' value. A 'HOW MUCH I CAN BORROW?' button is located below the valuation details.

Property Value	
Address:	Flat D, 18/F, Block 2 T, Victoria Skye, Kai Tak, Kowloon
Valuation HKD	10,210,000
Gross floor area (sq ft)	0
Saleable area (sq ft)	472
Property age (year/s)	3
Valuation date	Mon Mar 08 2021
Reference Number	Citi-b27977646

Any information and valuation on any property herein quoted by Cushman & Wakefield Limited are for reference only and not binding on the bank. The bank does not warrant the accuracy, timeliness or completeness of any such information and valuation, or whether they are fit for any purposes. The bank does not assume any responsibility for any reliance on such

2. ✓ Layout plan of flat (with annotations of building, block and flat number, and measurements)



3. ✓ Certification letters from building management office or management fees notice (showing the size of the flat)

通告
公屋租金/暫准證費調整後
由 2018 年 9 月至 2019 年 3 月期間
扣減差餉寬免額後每月應繳租金/暫准證費

根據《房屋條例》(第 283 章)第 16A 條，香港房屋委員會(下稱「房委會」)須每兩年檢討公屋租金，並按反映公屋租戶家庭收入的收入指數的變動而調整公屋租金。房委會根據第五次公屋租金檢討結果，從 2018 年 9 月 1 日起，調整公共屋邨的租金/中轉房屋的暫准證費，加幅為 10%。繼本署在本年 3 月通知 2018/2019 年度公屋差餉寬免後，就上述租金/暫准證費的調整，表列新調整租金/暫准證費及由 2018 年 9 月至 2019 年 3 月期間扣減差餉寬免額後每月應繳租金/暫准證費如下：

(一)繳交一般租金租戶：

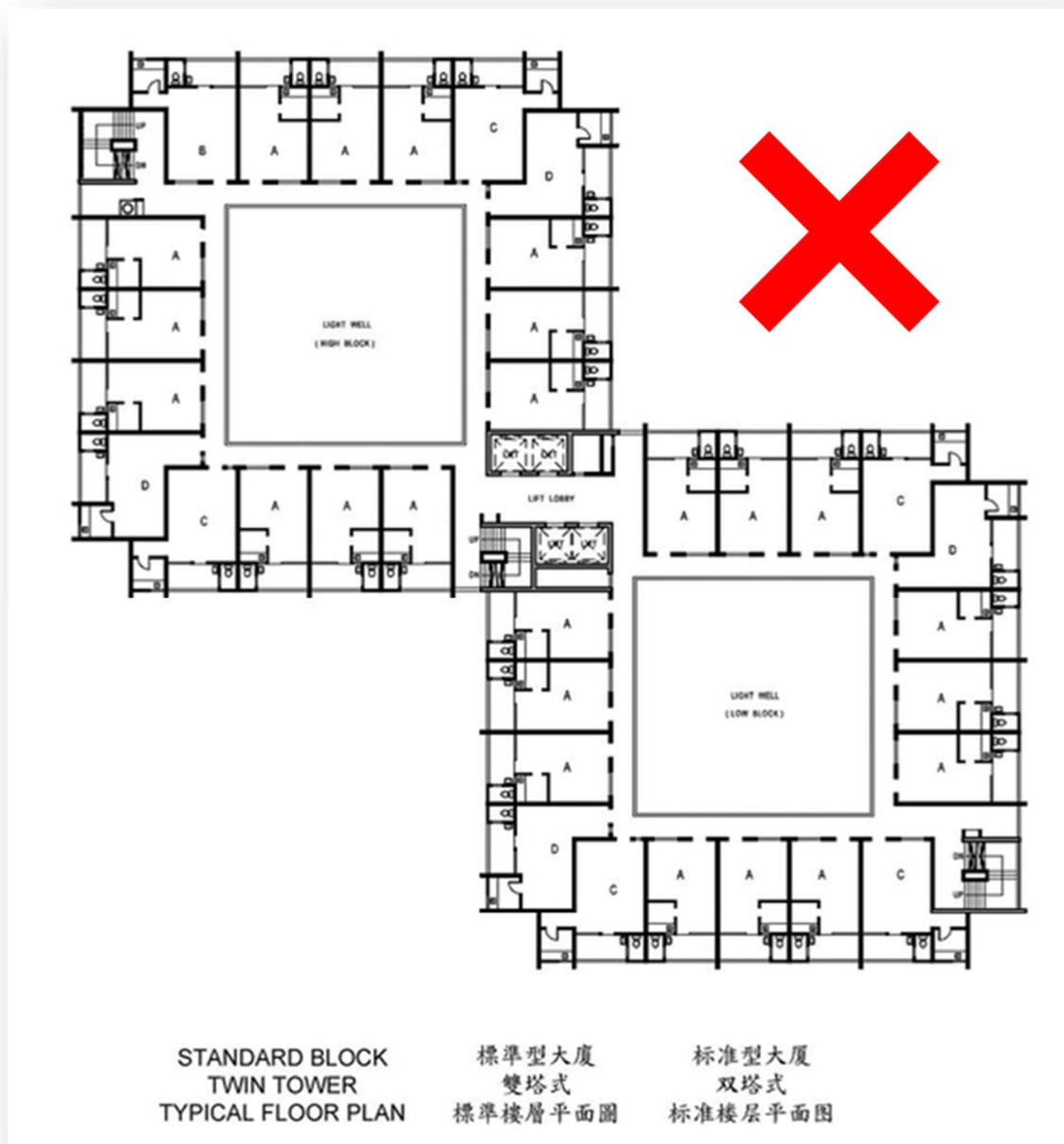
座/樓	單位	單位面積 (平方米)	每月 全包租金/ 暫准證費 (元)	2018 年 9 月 至 2019 年 3 月	
				每月差餉寬免額 ⁽¹⁾ (元)	扣減差餉寬免額後 每月應繳租金 (元)
D	01	38.93	2022	326	1696
D	02	38.93	2022	326	1696
D	03	38.93	2022	326	1696
D	04	38.93	2022	326	1696
D	05	38.93	2022	326	1696
D	06	38.93	2022	326	1696
D	07	38.93	2022	326	1696
D	08	38.93	2022	326	1696
D	09	38.93	2022	326	1696
D	10	38.93	2022	326	1696



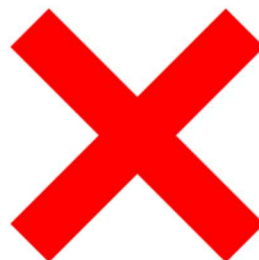
- 註 (1) 根據差餉物業估價署對每座大廈的最新評估額分攤。
 (2) 如租約有效期少於一個月，相關租戶/持證人的差餉寬免額以實際租期按比例計算。
 (3) 在差餉寬免全數扣除之後，恢復收取全數租金/暫准證費。
 (4) 差餉寬免不適用於現時繳交租補費的住戶。
 (5) 入住長期空置公屋單位的住戶，在減免租金半年期內每月的差餉寬免額為表內數目的一半，在減免租金期屆滿後每月的差餉寬免額回復正常租金的差餉寬免額。

Sample of **Invalid** Address Proof

1. X Layout plan without annotations of building name, block and flat number or measurements



2. X Letters or information not showing the exact building name, block and flat size



Type of Estate:	Public Rental Housing
Year of Intake:	2000, 2009
Type(s) of Block(s):	Harmony 1 & Annex Block, Harmony 1, Single Aspect Building, Non-standard Block
No. of Blocks:	8
Name of Block(s):	Cheong Sin House Chiu Sin House Kai Sin House Po Sin House Tat Sin House Yat Sin House Yiu Sin House Wing Sin House
No. of Rental Flats:	4 900 As at 31.12.2019
Flat Size (m²):	16.3 - 49.0
No. of Households:	4 800 As at 31.12.2019
Authorised Population:	12 200 As at 31.12.2019
Estate Management Advisory	Formed

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