

## NEW ASIA COLLEGE

### IMPORTANT NOTES FOR APPLICATION OF HOSTEL RESIDENCE

Students should read through the following guidelines and related documents before submission of online applications to the College. *Incomplete applications will not be accepted. Late applications will be handled behind the waiting list.*

#### 1. 2023/2024 Residential Year

Whole Year Residence	03 September 2023 (Sun) – 18 May 2024 (Sat)
1 <sup>st</sup> Semester Residence	03 September 2023 (Sun) – 29 December 2023 (Fri)
2 <sup>nd</sup> Semester Residence	02 January 2024 (Tue) – 18 May 2024 (Sat)

#### 2. Application Periods

Eligible Type of Students	Application Periods	Date(s) of Result
N-1 for Non-local Final-Year Students	18 – 31 October 2022	30 November 2022
<a href="#">Local</a> and <a href="#">Non-local Current Students</a>	03 – 16 April 2023	02 June 2023
Appeal Period for Current Students	02 – 15 June 2023	Upon completion of review
Local Freshmen Students#	25 – 28 August 2023	31 August 2023

# Tentative application period; please keep a copy of online submission for record.

#### 3. Application Procedures

- 3.1 All eligible students have to submit their online application form and/or upload supporting documents, during the application period. (*Please refer to Annexes I - IV for details*).
- 3.2 Applicants fail to submit all required supporting documents within the designated application period(s) may lead to deduction of hall point score or delay of the application processing.
- 3.3 Multiply submissions of the online application are accepted within the designated application period(s). However, only the final submission record will be processed. Late information submission or amendment may not be accepted.
- 3.4 Applicants should keep the acknowledgement of online application as submission proof.
- 3.5 All information provided on the application must be accurate. Any provision of false information may lead to disqualification of the application.

#### 4. Announcement of Result, Resident Registration and Appeal Procedures

- 4.1 Application result will be notified by sending email to students' CUHK email account and posting on the College's website on specified schedules.
- 4.2 Successful applicants should submit their completed Resident Registration Form provided in the offer email for confirmation of their offer acceptance. Failure to upload the form will be deemed as declining the hostel offer.
- 4.3 Unsuccessful applicants may submit written appeal in terms of procedural irregularities within 14 days after result released. The results of review will be notified by sending email to students' CUHK email account upon completion of review.

- 4.4 Students with special need(s) for hostel residence, including health/family issue or other reason(s) which cannot be reflected from hall point score, can apply for special consideration to Dean of Students' Office.

## 5. Check-in Arrangement

- 5.1 The check-in schedules for the 1<sup>st</sup> and 2<sup>nd</sup> Semester Residence periods are set out below. Students should check-in within the check-in schedules or according to the check-in date(s) provided on their offer email. Otherwise, their hostel places will be forfeited.

Residence Periods	Check-in Schedules
1 <sup>st</sup> Semester Residence	03 September 2023 (Sun) – 06 September 2023 (Wed)
2 <sup>nd</sup> Semester Residence	02 January 2024 (Tue) – 04 January 2024 (Thu)

- 5.2 For late check-in request, a written email should be sent with reason(s) to [nahostel@cuhk.edu.hk](mailto:nahostel@cuhk.edu.hk) for consideration and arrangement before respective check-in schedules.

## 6. Check-out Arrangement

- 6.1 Students should check-out from hostel by the respective check-out deadlines. Additional penalty will be charged for late check-out.

Residence Periods	Check-out Deadlines
1 <sup>st</sup> Semester Residence	Before 5:00pm on 29 December 2023 (Fri)
2 <sup>nd</sup> Semester Residence	Before 5:00pm on 18 May 2024 (Sat)

- 6.2 Students should vacate from the room and remove all personal property therein. Any personal property found after the termination of residency will be disposed or confiscated. The College will not be liable for any loss of or damage to such property.

- 6.3 Students have to compensate for any loss or damage of the hostel property, including keys or facilities inside their rooms, etc.

## 7. Hostel related Fees\*

2022/2023 Residence Year	Whole Year Residence		1st Semester Residence		2 <sup>nd</sup> Semester Residence	
	Double/ Triple Room	Converted Triple Room	Double/ Triple Room	Converted Triple Room	Double/ Triple Room	Converted Triple Room
<b>Hostel Fees (HK\$)</b>	15,368	10,250	7,684	5,125	7,684	5,125
<b>Hostel Deposit (HK\$)</b>	1,000	1,000	1,000	1,000	1,000	1,000
<b>Hall Association Fee (HK\$)</b>	40		20		20	

\* Hostel fees will be subjected to revision from time to time due to inflation adjustment and other related factors.

- 7.1 Students will be notified of hostel fee payment advice of each instalment through CUSIS. Every late payment will be penalized by the University.

- 7.2 Students have to settle the hostel fees in full and all payments made are non-refundable despite any reasons except for those situations specially approved.

- 7.3 Hostel deposit will be refunded in two months after the designated check-out deadlines if there is no outstanding compensation or penalty. Students have to provide detailed and accurate information of his/her bank account in a local bank.

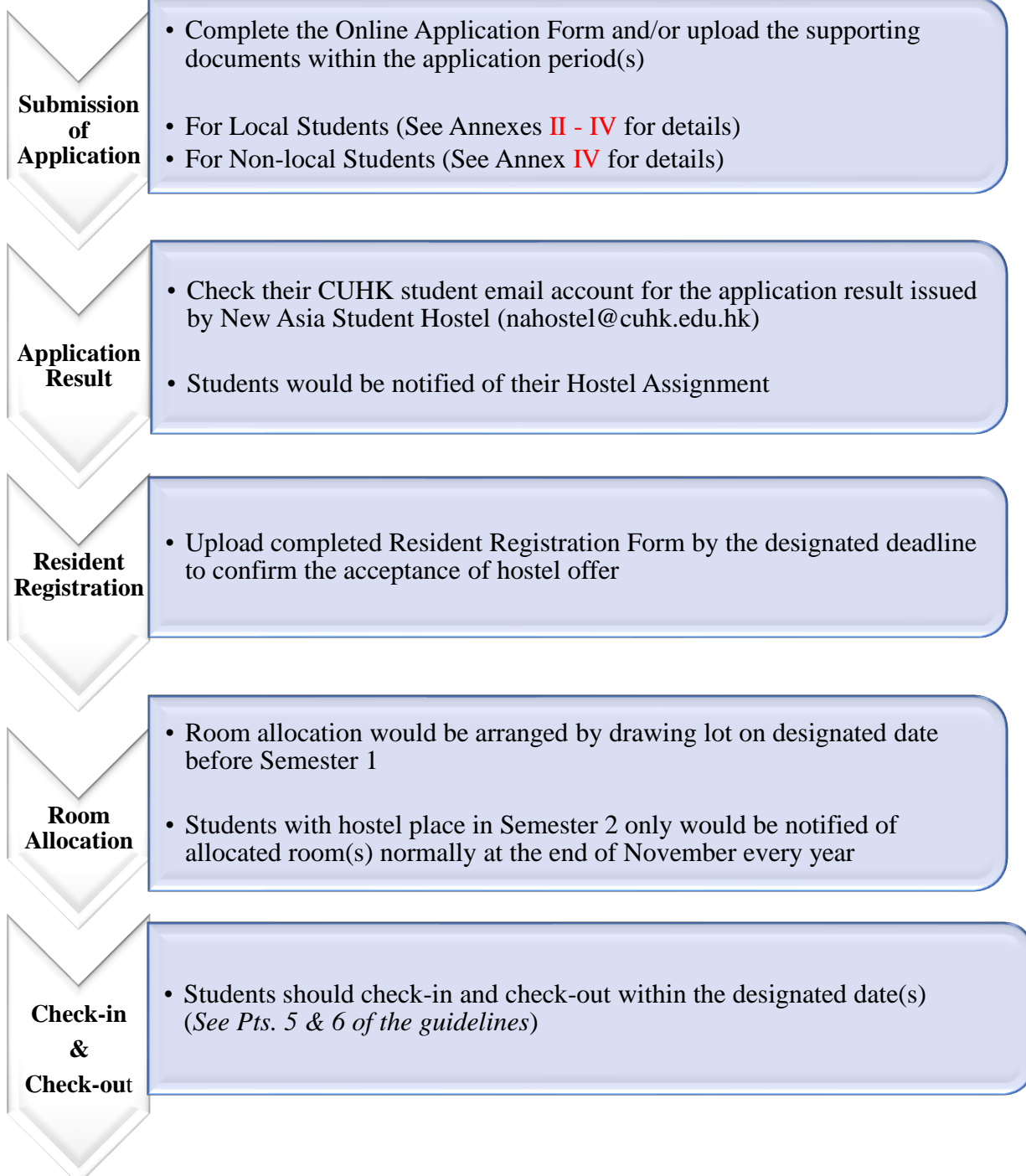
## 8. Use of Personal Information

The personal data collected from the application and relevant parties will solely be used for processing hostel residence in student hostels and related statistics as deemed necessary.

All Annexes are only available in English

Annex I

### Application Procedures for NA Hostel Residence



Enquiry email: [nahostel@cuhk.edu.hk](mailto:nahostel@cuhk.edu.hk)



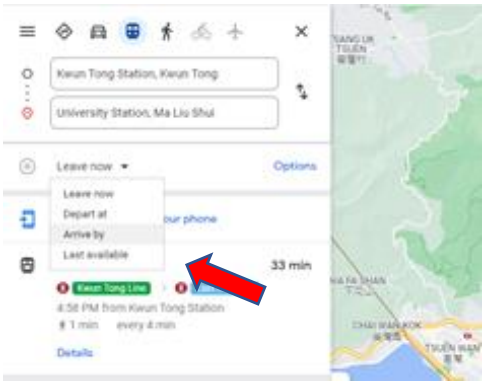
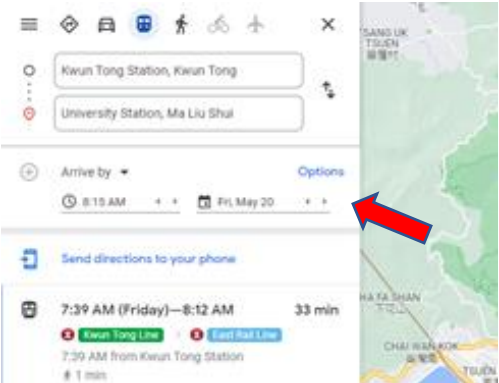
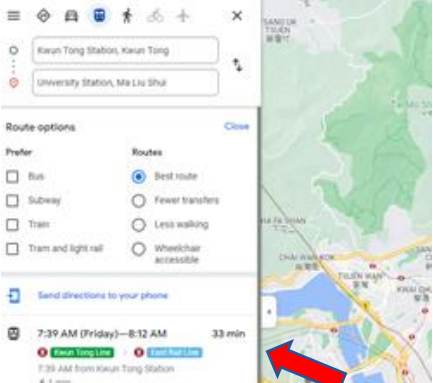
Hotlines: 3943 1584/ 3943 3740

*Student Hostel  
New Asia College*

## All Annexes are only available in English

## Annex II

### User Guide for Using Google Map (Local Students Only)

<p>1. Visit the Google map of Hong Kong</p> 	<ul style="list-style-type: none"> <li>• Logout from your Google account</li> <li>• Visit the website of Google map of Hong Kong: <a href="https://www.google.com.hk/maps/">https://www.google.com.hk/maps/</a></li> <li>• Click the icon of Route </li> </ul>
<p>2. Enter your starting point and destination</p> 	<ul style="list-style-type: none"> <li>• Select the icon of public transport</li> <li>• Enter your starting point as <u>Home address</u> and destination as “University Station, Ma Liu Shui”</li> <li>• Select the arrival date and time</li> </ul>
<p>3. Enter your arrival date and time</p> 	<ul style="list-style-type: none"> <li>• Enter the designated arrival date and time announced for the application</li> <li>• Enter the designated arrival time and date for the application. (e.g. at 8:15am on 20 May 2022)</li> </ul>
<p>4. Selection of route and travelling time</p> 	<ul style="list-style-type: none"> <li>• Select the “Best Route” as your option</li> <li>• Available routes and travelling times are shown on the left panel</li> <li>• The shortest route will be considered for application</li> <li>• Capture the screen for upload</li> </ul>

**All Annexes are only available in English****Annex III**
**Important Notes for Submission of Supporting Documents**  
**(Local Students Only)**
❖ **Proof of Residential Address**

<b>Types of Housing</b>	<b>Required Supporting Documents</b>
Public Housing	✓ Copy of the Tenancy Agreement with parents' names issued by Hong Kong Housing Authority/ Hong Kong Housing Society which should include: <ul style="list-style-type: none"> <li>➤ Page of Address</li> <li>➤ Name list of Tenant and Family Member(s)</li> </ul>
Private Housing	Owned Property: ✓ Copy of the latest Rating and Value Demand for Rates and Government Rent with parents' name(s) Rental Property: ✓ Copy of the latest Rental Agreement with parents' name(s)
Special Housing:  Multi-tenanted or Subdivided Units/ Squatters/ Interim Housing, etc	Cannot provide the Rating and Value Demand for Rates and Government Rent and/or Rental Agreement: ✓ Copy of the latest utilities bill with parents' name(s); and ✓ a written self-declaration signed by both the student applicant and tenant**

\*\*Sample of self-declaration (*#delete where inappropriate*)

I, xxx, am a current student of New Asia College, SID: XXXXXXXXX, my address of regular staying is xxxxxxxxxxxxxx. I declare that:

*# the usable area of xxxx sq. feet/ sq. meters; and*

*# xx resident(s) of regular stay provided in my application are accurate and true information.*

Any provision of false information may lead to disqualification of my application and/or disciplinary action.

Applicant's signature

I, xxx, confirm that I am xxx of applicant and the principal tenant of the above address. I declare that all information provided by the applicant is accurate and true information. I also understand any provision of false information may lead to harmful effect on student's development.

Principal tenant's signature

All Annexes are only available in English

Annex III

❖ Usable Area Testimonial

For Owned Property

Method 1: Search via the website of Rating and Valuation Department (RVD)

1. Go to the website of Property Information Online from RVD:  
[https://www.rvdp.gov.hk/epayment/public/pihHome.do?req\\_locale=en\\_US](https://www.rvdp.gov.hk/epayment/public/pihHome.do?req_locale=en_US)
2. Enter below 2 items printed on the latest quarterly “Demand for Rates and Government Rent”
  - i. Assessment Number
  - ii. PIO Enquiry Code

2022年1月至3季度徵收差餉及地租通知書  
JANUARY TO MARCH QUARTER 2022 DEMAND FOR RATES AND GOVERNMENT RENT

<b>帳目編號</b> ACCOUNT NUMBER 888-10000-2173-1-20	<b>最後繳款日期</b> LAST DAY FOR PAYMENT 31/01/2022	<b>應繳總額</b> TOTAL AMOUNT DUE \$3,974.00
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**登記繳納人姓名及通訊地址** REGISTERED PAYER'S NAME AND CORRESPONDENCE ADDRESS  
 CHAN TAI MAN  
 8888 CHEUNG SHA WAN RD  
 CHEUNG SHA WAN MANSION  
 BLK 1  
 15/F FLAT A

**「繳費額」商戶編號** "PPS" MERCHANT CODE "09"

附註：此項服務僅適用於私人住宅物業（鄉村式屋宇除外）。故此，非住宅物業並沒有物業資料查詢編號。  
 Remarks: This service is only applicable to private domestic properties (excluding village type houses). PIO Enquiry Code is not available for non-domestic properties.

**物業單位地址或名稱** ADDRESS OR DESCRIPTION OF TENEMENT  
 8888 CHEUNG SHA WAN RD  
 CHEUNG SHA WAN MANSION  
 BLK 1  
 15/F FLAT A

SAMPLE

<b>估價編號</b> ASSESSMENT NUMBER 888-10000-2173-0-J	<b>物業資料查詢編號</b> PIO ENQUIRY CODE 1823-1823
--	--

3. Press “Submit” button, then will have the usable area of unit

查詢結果:

<b>交易參考編號</b> XXXXXXXXXXXXXXXXXXXX	<b>資料提供日期及時間</b> 2022年8月30日 10:33:36
<b>估價編號</b> XXXXXXXXXXXXXXXXXXXX	<b>最早發出入伙文件日期</b> 1978年6月1日
<b>物業地址或名稱</b> Flat XXX, X/F, XXXX Estate	
<b>實用面積資料</b> (1平方米 = 10.764平方呎) <b>實用面積: 34.7平方米</b>	<b>附註</b> --

SAMPLE

\*\* 計算此物業的「實用面積」時，所採納的牆身厚度最多不超過230毫米。

4. Capture the screen for upload

## All Annexes are only available in English

## Annex III

### ❖ Usable Area Testimonial

### For Rental Private Property

Method 1: Search via the website of Hong Kong Real Estate Agents (e.g., CENTALINE PROPERTY and MIDLAND REALTY)

1. Go to the website of Hong Kong Real Estate Agent
2. Enter the name of property, e.g., Amoy Gardens, in the search box
3. Find out the Estate Information and Select the property details such as Phase number, Block number, Floor number and Flat number in the part of Transaction History

**Transaction History**

Phase 3  Latest Trans. 1st Trans. (Since 1996)

Floor	In SFA				
4/F	1 356ft <sup>2</sup> --	2 356ft <sup>2</sup> \$2.74M 2012	3 322ft <sup>2</sup> \$1.75M 2008	4 322ft <sup>2</sup> \$5.35M 2022	5 356ft <sup>2</sup> \$6.55M 2019
	1 356ft <sup>2</sup> \$2.23M 2010	2 356ft <sup>2</sup> \$3.45M 2013	3 322ft <sup>2</sup> --	4 322ft <sup>2</sup> \$5.26M 2022	5 356ft <sup>2</sup> --
3/F	1 356ft <sup>2</sup> \$2.8M 2012	2 356ft <sup>2</sup> \$3.8M 2016	3 322ft <sup>2</sup> \$2.3M 1997	4 322ft <sup>2</sup> \$5.28M 2020	5 356ft <sup>2</sup> \$6.32M 2021
	1 356ft <sup>2</sup> \$2.96M 2011	2 356ft <sup>2</sup> \$1.64M 2009	3 322ft <sup>2</sup> \$5.2M 2018	4 322ft <sup>2</sup> \$2.95M 2013	5 356ft <sup>2</sup> \$1.07M 2006

**Amoy Gardens** ×

Phase 3 Block L 1/F 1  
S.A. 356ft<sup>2</sup> GFA 480ft<sup>2</sup>

**Total Trans. Records (2)**

Trans. Date	Price	Price/ft <sup>2</sup> (S.A/GFA)	Change
2011-05-30	2.56M	\$7,191   \$5,333	+59%
1996-12-10	1.61M	\$4,531   \$3,360	--

Searching for Amoy Gardens?

4. Capture the screen for upload

Method 2: Search via the website of Hong Kong Banks like HSBC and HANG SENG BANK

1. Go to the bank's website
2. Go to the page of Property Valuation
3. Enter the Zone, District, Name of Estate, Block/Building, Floor
4. Press "Get property valuation" button

**HSBC**
Banking  
Accounts & Services
Borrowing  
Cards & Loans
Investing  
Securities & FX
Insurance  
Protection & Planning
Insights  
Analysis & Market Data
Offers  
Latest Rewards

Enter property details

Zone

District

Estate Name

Block/Building

Floor

Flat/Unit

Get property valuation

Find out property value

**Property Value**

Address: Flat 1, 1/F, III Block/Tower L, Amoy Garden, Ngau Tau Kok, Kowloon

Valuation HKD: 5,000,000

Gross floor area (sq ft): 480

**Saleable area (sq ft): 356**

Property age (year/s): 37

Valuation date: 27 Sep 2022

5. Capture the screen for upload

**All Annexes are only available in English****Annex III****❖ Usable Area Testimonial****For Public Housing**

Method 1: Request and collect the certificate letter of unit usable area issued by respective Estate Offices

Method 2: Search via the website of Housing Authority's Public Rental Housing Stock API Builder

1. Go to the webpage of Housing Authority:  
[https://data.housingauthority.gov.hk/psi/emms\\_ha\\_prhs.htm?dataset=ha\\_prhs&lang=en](https://data.housingauthority.gov.hk/psi/emms_ha_prhs.htm?dataset=ha_prhs&lang=en)
2. Enter the Name of Estate and Name of Building/ Block, e.g. *Wo Che Estate and Hau Wo House*
3. Press "Get Result" button
4. Find out the Flat Number and Internal Floor Area

API Query String:

```
https://data.housingauthority.gov.hk/psi/rest/criteriafilter/ha_prhs/en/json?qp=%20WHERE%20ESTATE_ENGLISH_NAME%20%3D%20'WO%20CHE%20ES'
```

Show 10 entries

Region	Chinese Name	English Name of Block	Chinese Name of Block	Flat Number	Floor Number	Internal Floor Area (m2)
新界東		HAU WO HOUSE	厚和樓	1001	10	27.13
新界東		HAU WO HOUSE	厚和樓	1002	10	27.13
新界東		HAU WO HOUSE	厚和樓	1003	10	27.13

5. Capture the screen for upload

**For Others Housing**

Method 1: For special circumstances, the area proof cannot be provided with acceptable reason(s). Students should provide a self-declaration with explanation as a proof, e.g. Older village houses/ squatters.

*Please refer to the sample of self-declaration in Annex I.*



All Annexes are only available in English

Annex IV

**Important Notes for Submission of Supporting Documents**

**(Both Local and Non-local Students)**

❖ **Proof of Extra-Curricular Activities**

<p>(A) General activities</p> <ul style="list-style-type: none"> <li>➤ Student Societies/ Organisations</li> <li>➤ College Sports Teams</li> <li>➤ Hall Associations</li> </ul> <ul style="list-style-type: none"> <li>➤ Student/Departmental Societies</li> <li>➤ University Sports Teams</li> </ul>	<p><u>Positions/ Scheme registered under New Asia College</u></p> <ul style="list-style-type: none"> <li>✓ Official lists of Committee Members should be provided by NA Student Union, MUA, ISA, NA Physical Education Unit and NA Hall Associations</li> </ul> <p><u>Positions/ Scheme registered under CUHK</u></p> <ul style="list-style-type: none"> <li>✓ <b>Students should obtain respective official list of Committee Members from Office of Student Affairs/ departments, then upload the list for application</b></li> </ul>
<p>(B) Events of New Asia College</p> <ul style="list-style-type: none"> <li>➤ College Anniversary Celebration</li> <li>➤ NA Night</li> <li>➤ NA Singing Contest</li> <li>➤ Orientation Camp</li> <li>➤ Sub-Committee Members of Student Union</li> </ul> <ul style="list-style-type: none"> <li>➤ Athletic Meet</li> <li>➤ Happy Run</li> <li>➤ Head's Trophies</li> <li>➤ Swimming Gala</li> </ul> <ul style="list-style-type: none"> <li>➤ Members of New Asia College Committee</li> <li>➤ Graduating Class Executive Committee</li> </ul> <ul style="list-style-type: none"> <li>➤ Walk for Green (at least 80 scores)</li> </ul>	<ul style="list-style-type: none"> <li>✓ Official lists of Members should be provided by NA Student Union</li> </ul> <ul style="list-style-type: none"> <li>✓ Official lists of Committees/ Participants should be provided by Physical Education Unit</li> </ul> <ul style="list-style-type: none"> <li>✓ Official lists of Committees/ Members should be provided by the College Office</li> </ul> <ul style="list-style-type: none"> <li>✓ <b>Students should provide the official proof of participation and attained scores</b></li> </ul>
<p>(C) Residence with Non-local Freshmen in last year</p>	<ul style="list-style-type: none"> <li>✓ Records should be provided by the College Office</li> </ul>

-- End --