## Briefing Session on Hall Admission 2024/25 (Round 1)

(For Returning UGC-funded Full-time RPg Students, Returning UGC-funded Full-time UG, PGDE, HD(ECE) Students & Returning Self-financed Full-time UG Students)

Date: 22 April 2024 (Monday)

Time: 2:30 p.m.- 3:30 p.m.

Venue: D2-LP-09

Student Affairs Office (SAO)

#### **Outline**

- I. Application Details and Allocation Criteria
- II. Hall Point System
- III. Updated Arrangements on Application Rounds
- IV. Reminders for Applicants
- V. Offer Acceptance and Roommate Matching
- VI. Authentication
- VII. Discretionary Hall Places Scheme
- **VIII.** Hall Fee in 2024/25
- IX. Hall Life Education Fulfillment

# I. Application Details & Allocation Criteria

#### **I. Application Details**

APRIL MAY 05



Late Application

The A



#### **I. Allocation Priority**

3. UGC-funded 4. UGC-funded 5. UGC-funded 1. Inbound 2. UGC-funded 6. Self-**Higher Diploma in UG** students funded UG Exchange Research Postgraduate **Early Childhood Postgraduate** Diploma in **Students Students Education (HD[ECE]) Students** Education (PGDE) Students **Students** 

#### **I. Allocation Criteria**





#### I. Updated Admission Policy in 2024-25

- As approved by the Student Affairs Committee, starting from 2024/25 and onwards, guaranteed hall residence will be given to the below groups of **non-local** students.
- UGC-funded FT UG (First two years of study)
- UGC-funded FT PGDE (Within normative study year)
- UGC-funded FT HD(ECE) (Within normative study year)

### II. Hall Point System

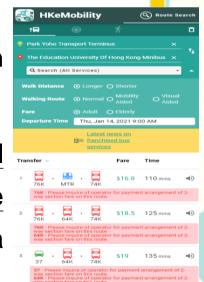
#### II. Hall Point System 2024/25

Section	Allocation Criteria	Maximum Hall Points	Hall Points Distribution
A	Daily Commuting Time based on Home Location	48	40.0%
В	Types of Living Quarters	4*	3.4%
С	Participation in Student Activities & Hall Activities	18	15.0%
D	Current University Representation & Leadership Role in Student Organisation	30	25.0%
Е	No Prior Hall Experience		3.3%
F	F Students' Achievements		13.3%
Total		120	100%

<sup>\*</sup>Not applicable to Non-local students

#### II - Section A: Daily Commuting Time Based on Home Location

- Maximum points: 48 points
- All students (not applicable to RPG and Exchange students).
- Compulsorily required to upload valid address proof(s) in Section A.
- Make reference to <u>HKeMobility</u> for the calculation of the distance between home location and the University (Checked by the end of Jan to early Mar 2024).
- The farthest location accepted for local students using non-local addresses in their hall application is Shenzhen.
- The travelling time determined by the HKeMobility is <u>not necessarily the actual travelling time that a student spends nor the actual transport modes that he/she takes</u>. However, it provides a <u>common base and a reference point</u> to assign a hall point which is considered more standardized.



#### II (a). Notes for submission of address proof to iHostel system

#### For local students:

- To uphold the principle of fairness in hall admissions, and save the extra efforts for address authentication.
- Home location: The home address submitted <u>MUST</u> be the student-applicant's <u>usual residence</u> (i.e., the residence at which the student-applicant has <u>continuously lived for at least 6 months and will continuously live in the address submitted for the next 12 months</u>).
- Only a bill or an invoice issued by a utility company (water, electricity or towngas / piped LPG) to
  the student-applicant as the addressee within 3 months from the time of hall application. Other
  documents other than the bill/invoice issued by a utility company will NOT be accepted.
- Only the <u>service/supply address</u> listed on the utility bill will be considered as a valid address for your hall application and it must be <u>identical to the address submitted in iHostel Sys</u>tem and aligned with the home location code selected.
- Relationship proof is required if the addressee is not the student-applicant.

#### II (a). Notes for submission of address proof to iHostel system

#### For non-local students:

- Resident's Identity Card (containing student's personal information) for non-local students from the Mainland of China.
- Passport (containing student's personal information) for non-local students from <u>other</u> <u>countries or regions</u>.

#### II - Section B: Types of Living Quarters

Considering current housing types in Hong Kong, maximum cap of 4 points will be given for the following types of accommodation (B02):

Code	Types of Accommodation (only applicable to local student)	
B01	Any household types other than B02	0
B02	Subdivided Unit / Squatter Areas / Interim Housing	4

4 points will <u>ONLY</u> be given to <u>local students</u> who reside in the types of living quarters with less favourable living condition in this section.

• Submission of documentary proof **only necessary** upon request for clarification and / or authentication purposes.

#### II - Section C: Participation in Student Activities & Hall Activities

#### (For returning students)

- Maximum points: 18 points (1 point for each participation)
- Activities must be held between 1 April 2023 and 31 March 2024.
- Activities must be organised by departments/ centres/ offices and/or recognised student organisations of the University.
- Validated ELAT data for <u>returning students</u> will be transferred to the iHostel system automatically before the application period (18 activities at most).
- A maximum of <u>3 self-input activities</u> will be allowed.
- For additional self-input activity records, submission of documentary proofs only necessary upon request (clarification and / or authentication purposes)

### II - Section D: Current University Representation & Leadership Role in Student Organisation

#### (For returning students)

- Maximum points: 30 points (for 4 positions at most)
- Must be taken up and University representation at the time of application.
- Only the highest position would be counted if a student holds more than one post in the same student bodies or University team.
- Only posts of recognised student organisations of EdUHK in year 2024/25 are eligible.
  - ☐ Student Residents' Associations (SRAs) and Affiliated Societies (ASs) are registered under SAO.
  - Departmental Associations (DAs) are registered under the custodian academic departments.
- <u>70% of the original hall points</u> will be given to students who taken up leadership positions in Provisional Executive Council (PEC).

II - Section D: Current University Representation & Leadership
Role in Student Organisation

Category Type of Leadership Point after the

(For returning students)

- As approved by the SAC, Hall Points are adjusted for student roles under some of the categories.
- Hall Points are given to some new recognised student leaders and University team players.
- Must be recognized and verified by the concerned Facilities/Departments/Units/Offices/Centres.

Category	Type of Leadership Position	Point after the Proposed Adjustment
A. Student Unions:	Type I - President / Chairperson	24 points
Students' Union Editorial Board     Students' Union Executive Council     Students' Union Representative     Council	Type II – Vice-Presidents / Vice- Chairpersons / Financial Secretary / Clubs & Societies Affairs Secretary of the Students' Union Executive Council	18 points
	Type III - Other Positions	12 points
B. Student Organisations *#:	Type I - President / Chairperson	24 points
<ul> <li>Student Residents' Association of Hall/Quarters</li> </ul>	Type II – Vice-Presidents / Vice- Chairpersons / Financial Secretary	18 points
	Type III - Other Positions	12 points
	Type I - President / Chairperson	16 points
b. Affiliated Societies c. Departmental Associations	Type II – Vice-Presidents / Vice- Chairpersons / Financial Secretary	12 points
	Type III - Other Positions	8 points
C. Floor Committees of Hall/Quarters	Type I - President / Chairperson	8 points
	Type II -Vice-Presidents / Vice- Chairpersons / Financial Secretary	6 points
	Type III - Other Positions	2 points
D. University Team Players:	Type I – Team Captain / Team Leader	16 points
a. All Sports Teams b. All Musical Teams c. Other University Teams recognised and verified by the concerned Academic Departments (except Departmental Associations which are already counted in Category B)	Type II – Players taking part in competition/ performance	12 points
	Type III - Players in the squad/ team with regular practice without taking part in competition/ performance	8 points
E. University Student Leaders:		
a. Peer Mentors b. Wofoo Leaders' Network c. Other Student Leaders/Schemes recognised and verified by the concerned Faculties / Departments /		3 points

#### II - Section E: No Prior Hall Experience

- 4 points will be given to students who have no prior hall experience at EdUHK (excluding New Students' Orientation Camp residence / Summer Residence / overnight stay and/or with affiliated hall membership)
- Information of student's hall experience will be pre-uploaded to the iHostel System.
- Submission of documentary proof from applicant is not required.

#### II - Section F: Students' Achievements

Code	Types of Achievement	Point	Time Frame for Receipt
Transferr ed from ELAT	Prizes / Awards / Scholarships recognised by the Committee on Scholarships and Prizes of the University and transferred from ELAT records (e.g. Hong Kong Youth Service Award, Prize-Winner of Hong Kong Youth Piano Competition, President's Honour List, Dean's Honour List, HKSAR Government Scholarship, Multi-faceted Excellence Scholarship, Friend of Hope Scholarship, etc.)	Max. pt. 10 (maximum of 2 self- input)	1 Sep 2022 to 31 Aug 2023
F-0001	Other awards / prize / scholarships awarded by recognised institutes such as government bodies, registered companies, academic institutions or non-governmental organisations, etc.	• • •	Within 12 months from the start date of the application period.  (supporting documents required)
F-0002	Semester GPA of the latest semester at 2.50 to 2.99 Semester GPA of the latest semester at 3.00 to 3.39 Semester GPA of the latest semester at 3.40 or above	2 3 4	the latest semester (transferred from the Banner)
F-0003	Athlete of Hong Kong Team	2	Within 12 months from the start date of the application period.  (supporting documents required)

#### II - Section F: Students' Achievements

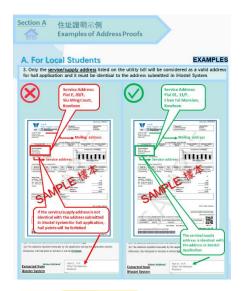
- Max. point: capped at 16 points in this section.
- Total of three items in this Section:
  - Prize/award/scholarship attainments (For Non-ELAT item: F-0001)
  - Academic performance (F-0002)
  - Athlete of Hong Kong Team (F-0003)
- Upload of valid documentary proofs within 12 months from the time of application are required for F-0001 & F-0003.
- Name of applicant and date of issuance MUST be shown on the achievement proofs.
- <u>Certificates</u> issued by recognised institutes such as government bodies, registered companies, academic institutions or non-governmental organisations, etc.;
- <u>Formal documents or notifications</u> such as letter or email issued by recognised institutes such as government bodies, registered companies, academic institutions or non-governmental organisations, etc.

Examples of
Supporting Documents /
Form Submission
(for Section A, C and F)

#### **Examples for Section A / Section C / Section F (Annexes)**



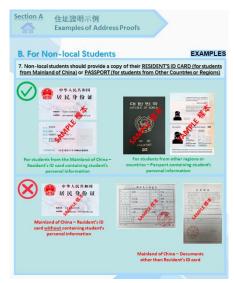














# III. Updated Arrangement on Application Rounds

#### III - Fulfillments of Hall Life Education Activities

- Started from 2023/24, hall residents are required to fulfill the HLE activities requirements.
- Only the HLE activities held from 1 September 2023 to 8 April 2024 will be counted in the HLE fulfillment requirements for 2024/25 hall admission exercise
- Applicant can view the status of their fulfillments on HLE activities if they have resided in student halls for the last academic year.
- Additional hall points will be deducted if they cannot fulfill the requirements.

#### Fulfillment of HLE Requirement in the Last Residential Year

Below please find the summary of the fulfillment of Hall Life Education requirement in the last residential year and the total deducted hall point (if any) for your reference.

Category	Fulfillment	Score
Warden Series A: Understanding China and the World	Fulfilled	0
Warden Series B: Hong Kong and Greater Bay Area	Not Fulfilled	-2
Warden Series C: Neighbourhood and I	Fulfilled	0
Warden Series: High-table Dinner Format	Not Fulfilled	
Wellness Series	Fulfilled	0

#### III - Early Check-in Application

- All applicants MUST indicate their early check-in preferences in Round 1 iHostel Application, if they have genuine needs to stay during August 2024.
- No separate round of early check-in application will be open in early July.
- Change from daily basis to <u>designated period basis</u>.
- Please select the designated early check in period (Option A C) carefully.

```
        Apply for early check-in
        ☑
        Option A. 2024-08-09 - 2024-09-02 (Total: 24 days)

        ☑
        Option B. 2024-08-16 - 2024-09-02 (Total: 17 days)

        ☑
        Option C. 2024-08-23 - 2024-09-02 (Total: 10 days)
```

- This section is optional. You can apply if necessary.
- The offer for early check-in will only be applicable to applicants with a hall offer of Semester 1 or whole-year residence in 2024/25.
- The early check-in results will be announced in mid-July 2024, subject to hall place availability.



# IV. Reminders for Applicants

#### IV. Separation of Application Rounds

- DO submit a hall application if you have a genuine need for a bed-place in 2024/25:
- The application rounds for all returning students and new students will be separated, i.e.
  - Round 1 hall application will be open for all returning students;
  - Round 2 hall application will be open for new students exclusively.
- For students who have no hall offer in Round 1 or Round 2, their applications will be put back into the waiting list for the allocation in the subsequent clearing rounds after Round 2 until all hall places are filled-up.
- NO Special Round will be open, since all hall places will be filled-up in clearing rounds.



#### **IV. Make Every Decision Carefully**

- **Prioritize your hall choices wisely:** 
  - Residency (Whole-year / Sem 1 / Sem 2) → Hall Preference / Room Type
- Think carefully before <u>taking actions</u>: once you have clicked the 'Accept **Conditional Offer**' button on the iHostel system, the 1st installment of hall fee will be charged automatically in your e-Billing account.
- The charge on the e-Billing account will NOT be exempted even you finally decline the offer or fail to settle the payment by the designated deadline.
- Plan ahead and make proper accommodation arrangements at an earlier stage.

#### IV. Technical Difficulties on iHostel System

- As advised by the OCIO, if you have encountered any technical issues during application:
  - ➤ Close all the web browsers and/or restart your computer;
  - > Start a new web browser to the iHostel System again.
- If your technical problem still cannot be fixed, please <u>capture the screen</u> and send the screen cap photos to <u>shostel@eduhk.hk</u> for checking.
- All technical problems should be reported to us **BEFORE** the application deadline.
- Please reserve sufficient time for preparing your hall application.
- Any enquiries **AFTER** the application deadline will NOT be considered.



#### IV. Enquiries about Document Validity

- Enquiries about document validity:
- If you have any enquiries about the application, <u>especially for the validity of the supporting documents</u>, please contact us <u>BEFORE</u> submitting your application.
- Once the final submission of your application is submitted, <u>NO</u> further modification will be accepted after the application deadline.

#### IV. Enquiries about Document Validity

Consultation for document validity: 26 Apr- 5 May 2024

Email	shostel@eduhk.hk
Phone	2948 6868 (Office hours: 8:30 a.m. – 5:20 p.m.)
F2F	B4-G/F-01 (Office hours: 8:30 a.m. – 5:20 p.m)

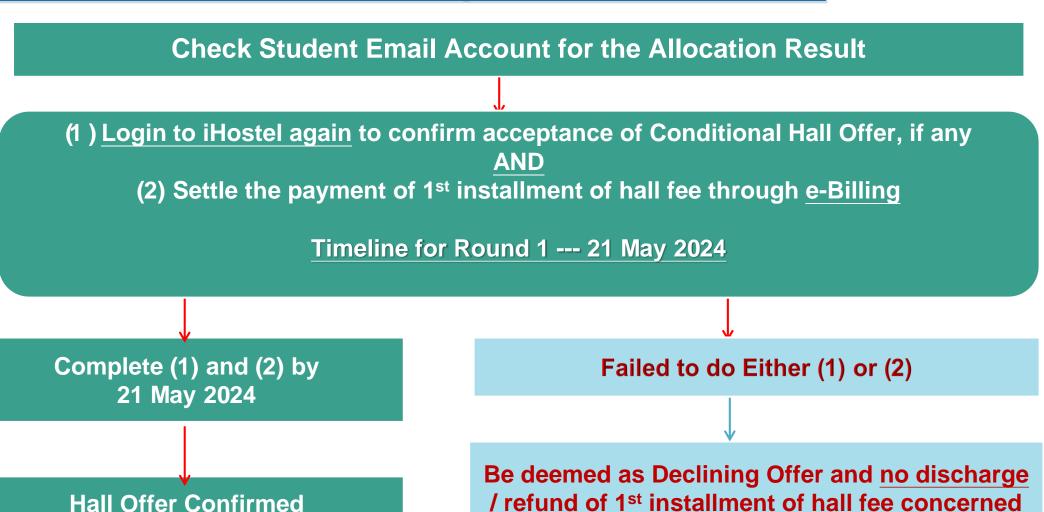


# V. Offer Acceptance, Payment & Roommate Matching

## V. Schedule of Announcement of Application Result & Offer Acceptance for Round 1

Announcement of Application Result	Deadline of Offer Acceptance and Payment of 1st Installment	Clearing Round
16 May 2024 (Thu)	21 May 2024 (Tue)	Subject to hall place availability after Round 2

#### V. Flow Chart for Acceptance of Offers



#### V. Roommate matching

- Roommate Matching Exercise of Round 1, if any, will be arranged in <u>late May</u>
   to mid June 2024 subject to the arrangement of respective Hall Management Office.
- Please stay tuned to the email notification from the Hall Management Office.
- For enquiries, please contact the respective Hall Management Office(s):

Northcote Hall	(Tel.) 852-2948 6911
Grantham Hall	(Tel.) 852-2948 6916
Robert Black Hall	(Tel.) 852-2948 6921
Jockey Club Student Quarters	(Tel.) 852-2948 6926

### VI. Authentication

#### **VI. Authentication**

- Randomly select 5% of the successful applicants in each round
- Submit a whole set of original supporting documents for verification (Section A/B/C/F).
- Applicants who have knowingly made false statements or documents will be liable to the University's disciplinary actions and criminal prosecution.
- To uphold the fairness of the hall application, Student Affairs Office reserves the rights to request for additional information from students throughout the application process and residential period for vetting.

### **VI. Authentication**

Schedule for Authentication Exercise for Round 1 and Round 2:

Round of Application	Notification to Selected Applicants	Submission Deadline of Supporting Documents					
1 <sup>st</sup> Round	Mid-June 2024	Mid-July 2024					
2 <sup>nd</sup> Round	Early October 2024	Late October 2024					

- To uphold the fairness of the hall application, the University reserves the right to request student-applicants to provide documentary proofs to substantiate the information submitted for hall application at any time.
- Applicants who have knowingly made false statements or documents will be liable to the University's disciplinary actions and criminal prosecution.
- Student Affairs Office reserves the rights to request for additional information from students throughout the application process and residential period for vetting

# VII. Discretionary Hall Places Scheme

# VII. Discretionary Hall Places 2024/25

- For students who have special reasons for on-campus accommodation but fail to get a hall place under the Hall Point System.
- Application period: 17 Jun 2024 to 13 Sep 2024
- Result announcement: HMS will issue hall place offers to successful applicants directly.
- Consideration would be made with reference, but not limited to:

Dean of Students' discretion	<ul> <li>Family/ health issue</li> <li>Contribution to the University</li> <li>Other special reasons which cannot be reflected from Hall Point System</li> </ul>
Wardens' discretion	- Hall contribution and/or hall related roles

# VIII. Hall Fee in 2024/25

# **VIII. Hall Fee in 2024/25**

- According to UGC, student halls are required to be operated on a <u>self-</u> financed basis.
- Hall Fee is the main source of revenue to support the operations.
- Many factors affecting the level of hall fee.
- Hall fee will be reviewed from time to time.

### **VIII. Hall Fee in 2024/25**

The Hall Fees for 2024/25 will tentatively be announced in July 2024.

For more information (fees or payment method), please visit our website or the application guidelines.



#### Hall Fees for 2023/24 and Payment Schedule for UGC-funded Students by Installment

\*The rooms in RPg Flat are only available to UGC-funded research postgraduate students.

	Whole Year Residence					1st Semester Residence					2nd Semester Residence							
Hall Fees Details	Rooms in RPg Flat in ICSO*				Standard Room	Budget Room (NH/GH/ RBH)	Rooms in RPg Flat in JCSQ*			Standard Room	Budget Room (NH/GH/ RBH)	Rooms in RPg Flat in JCSQ*			Standard Room	Budget Room (NH/GH/ RBH)		
	Single Room Type I	Single Room Type II	Shared Room Type I	Shared Room Type II	(Standard Rate)	(Budget Rate)	Single Room Type I	Single Room Type II	Shared Room Type I	Shared Room Type II	(Standard Rate)	(Budget Rate)	Single Room Type I	Single Room Type II	Shared Room Type I	Shared Room Type II	(Standard Rate)	(Budget Rate)
Lodging Charge	\$19,140	\$25,490	\$16,780	\$18,890	\$14,090	\$9,850	\$7,880	\$10,500	\$6,910	\$7,780	\$5,800	\$4,060	\$11,260	\$14,990	\$9,870	\$11,110	\$8,290	\$5,790
Hall Life Education Fee						\$220				\$220								
1st Installment	\$2,000	\$2,000	\$2,000	\$2,000	\$1,200	\$1,200	\$2,000	\$2,000	\$2,000	\$2,000	\$1,200	\$1,200	\$2,000	\$2,000	\$2,000	\$2,000	\$1,200	\$1,200
Amount of	2 <sup>nd</sup> : \$6,100	2 <sup>nd</sup> : \$8,720	2 <sup>nd</sup> : \$5,130	2 <sup>nd</sup> : \$6,000	2 <sup>nd</sup> : \$4,820	2 <sup>nd</sup> : \$3,080	2 <sup>nd</sup> :	2 <sup>nd</sup> : \$8,720	2nd:	2 <sup>nd</sup> :	2 <sup>nd</sup> : \$4.820	2 <sup>nd</sup> : \$3,080	3 <sup>rd</sup> : \$9,480	3rd:	3rd:	3 <sup>rd</sup> :	3rd:	3rd:
Installment	3 <sup>rd</sup> : \$11,260	3 <sup>rd</sup> : \$14,990	3 <sup>rd</sup> : \$9,870	3 <sup>rd</sup> : \$11,110	3 <sup>rd</sup> : \$8,290		\$6,100	\$8,720	\$5,130	\$6,000	\$4,820	\$3,080	59,480	\$13,210	\$8,090	\$9,330	\$7,310	\$4,810

# IX. Hall Life Education (HLE) Fulfillment

(not applicable to RPg students)

### IX. Hall Life Education Fulfillment

Hall life education is an integral part of university's non-formal education. To align with the University's seven Generic Intended Learning Outcomes (GILOs) a new well-structured HLE framework with defined themes had already been implemented since 2023/24.

<u>A.</u>	Common Themes of HLE Programme  Warden's Series: 12 activities/semester  The activities should incorporate 7 GILOs in the assessment programme	No. of topics/Sem.	Contributor e student's leaning ou	Activity Format	Attendance Requirement on Student-residents*
•	High Table Dinner and Annual/Graduation Dinner are under Wa				
2.	Understanding China and the World  [Enhance students' understanding of national identity, national security, traditional Chinese cultures and values, national and world affairs.]  Hong Kong and Greater Bay Area (GBA)  [Enrich students' understanding of Hong Kong as a global city and part of GBA, and the integration into GBA.]	4	Hall Fellows, Faculties, Alumni, External Guests, Social Leaders, HLE Team, SRAs, etc.	High table dinners, Annual/Graduation Dinner, guest evenings, seminars, courses, visits, workshops, local and overseas field trips, performance, etc.	At least ONE activity from each theme, of which one should be in the form of high table dinner (Total: 3); each activity lasts for an hour or more
3.	Neighbourhood and I [Increase students' understanding of themselves, their neighborhood communities, their contribution for the betterment of the community.]	4			

#### IX. Hall Life Education Fulfillment

Common Themes of HLE Programme	No. of topics/Sem.	Contributor	Activity Format	Attendance Requirement on Student-residents*
B. Wellness Series		•		
<ul> <li>Activities cultivating healthy and green lifestyle</li> <li>The activities should incorporate 7 GILOs in the</li> </ul>		<u> </u>		nes.
1. Sports Activities	No restriction	SAO, HLE Team,	Hall-based Fitness	Any ONE
(throughout the year)		SRA, etc.	Classes, Joint-hall	activity/Semester;
			Sports Competitions,	each activity lasts
2. Eco-friendly Activities			Recycling/Energy-	for an hour or more
(throughout the year)			saving Campaign, Give	
			Away campaign, etc.	

The list of HLE activities on offer in Semester 1, 2024-25 will be available on the Hall Management Section's website before the commencement of Semester 1, 2024-25 for students' information.

### IX. Attendance Requirements for Student-residents

To promote student-residents' active participation in HLE activities, activity participation will become a mandatory part as the HLE fulfillment:

• Each student-resident is required to attend at least ONE activity from each theme under Wardens' Series, of which one should be in the form of high table dinner and any ONE activity under Wellness Series in each semester (Semester 1: September-December; Semester 2: January-March).

### IX. Attendance Requirements for Student-residents

- For student-residents who <u>fail to attend any one category of the activities in a semester, 2 points will be deducted for each category per semester and it will be reflected on the hall application for the next residential year.
  </u>
- For student-residents who have proven genuine difficulties in fulfilling the requirements, such as illness, FE, etc., a make-up session can be offered. The concerned student-resident may only be enrolled in one category to prevent abuse of the discretion.

## **General Enquiry**

All information about hall admission is available on the Hall Management Section Website:

https://www.eduhk.hk/sao/info/student\_halls/

Hall Management Section:	2948-6868 ( <u>shostel@eduhk.hk</u> )				
Northcote Hall:	2948-6912 ( <u>nhoffice@eduhk.hk</u> )				
Grantham Hall:	2948-6917 (gh@eduhk.hk)				
Robert Black Hall:	2948-6922 ( <u>rbh@eduhk.hk</u> )				
Jockey Club Student Quarters:	2948-6927 (jcsq@eduhk.hk)				

(Office hours: 8:30 a.m. – 5:20 p.m., weekdays only)

# Thank you!