

Section A Scenario 1



The addressee on the utility bill (Water/Electricity/Towngas/Piped LPG) is the **student-applicant**

Required Address Proofs for Section A

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

CLP 中電

CLP Residential Tariff

Residential Tariff

From 21:00:00 to 24:00:00 For 87 hours of usage

Deposit \$1,800.00

Total Amount \$620.00

Due Date 20-6-2024

Item	Amount
Energy Charge	\$6,216.23
Fuel Cost Adjustment	\$1,274.58
Deposit	-\$1,800.00
Total	\$620.00

SAMPLE 樣本

2. 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.

Section A Scenario 2



The addressee on the utility bill (Water/Electricity/Towngas/Piped LPG) is the **student-applicant's parents or grandparents**

Required Address Proofs for Section A

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

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



3. 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.

Section A Scenario 3



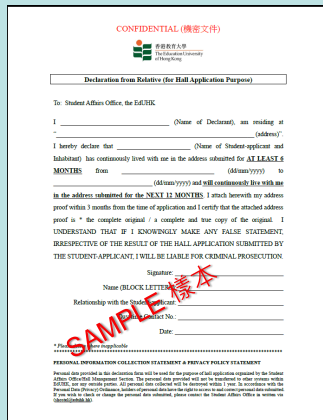
The addressee on the utility bill (Water/Electricity/Towngas/Piped LPG) is the **student-applicant's relative other than his/her parents or grandparents (Type A*)**

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 (Page 43) for 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 B*)**

Required Address Proofs for Section A

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



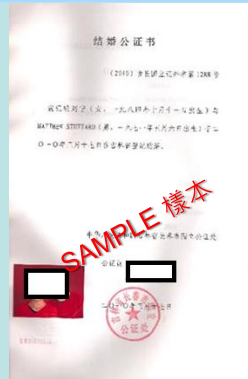
3. Declaration/Oath made by the Applicant* via the Home Affairs Department (HAD)



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 B - Declaration/Oath made by the student-applicant: If the relative refuses to sign the Declaration Form as required, Declaration/Oath made by the student-applicant via the Home Affairs Department (HAD) shall be accepted. The student-applicant should use the template which can be downloaded from the iHostel Application Form and Hall Management Section's website.

Please refer to the application guidelines (Page 43) for 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)



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 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 B*)**

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

Declaration/Oath made by the Applicant via the Home Affairs Department (HAD)

CONFIDENTIAL (機密文件)



Standard Template for Declaration with HAD (for Hall Application Purpose)

To: Student Affairs Office, the EdUHK

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

I hereby declare that I have continuously lived with _____ (Name of Inhabitant and Addressee of the utility bill) in the address submitted for **AT LEAST 6 MONTHS** from _____ (dd/mm/yyyy) to _____ (dd/mm/yyyy) and **I will continuously live with** _____ (Name of Inhabitant and Addressee of the utility bill) **in the address submitted for the NEXT 12 MONTHS**. I UNDERSTAND THAT IF I KNOWINGLY MAKE ANY FALSE STATEMENT, IRRESPECTIVE OF THE RESULT OF THE HALL APPLICATION SUBMITTED BY ME, I WILL BE LIABLE FOR CRIMINAL PROSECUTION.

民政事務總署-聲明書標準樣本 (作宿舍申請用途)

致：香港教育大學 學生事務處

本人 _____ (申請人姓名)，現居住在
「 _____ (住址) 」。

本人謹此聲明與 _____ (帳單收件人兼同住者姓名) 於 _____ 年 _____ 月 _____ 日至 _____ 年 _____ 月 _____ 日期間，一同連續居住在上述地址不少於 **6個月**，並於未來 12個月與 _____ (帳單收件人兼同住者姓名) 居住在上述地址。本人明白，若果本人故意作出任何虛假陳述，無論申請人最終的申請結果為何，本人將會受到刑事起訴。

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

2018年1月至3月季度應收地稅通知書
JANUARY TO MARCH QUARTER DEMAND FOR RATES AND GOVERNMENT RENT

賬目編號 ACCOUNT NUMBER: 180117
於右示日期自動轉帳 PAYMENT TO BE MADE BY AUTOPAY ON: 31/01/2018
總應繳款 TOTAL AMOUNT DUE: \$2,609.00

註冊繳款人姓名及通訊地址: T'UEN MUN NT
物業單位地址或名稱: 屯門

估價編號 ASSESSMENT NUMBER: T'UEN MUN
物業資料查詢編號 PIO ENQUIRY CODE

類別	應繳款項	可扣減	應繳款項
RATES	RATEABLE VALUE (RV)	AMOUNT	AMOUNT
有線電視 PERIOD	01/01/2018 - 31/03/2018	0.04	2,256.00
ODD CENTS B/F			1,000.00
RATES CONCESSION FOR JAN - MAR 2018		0.06CR	
ODD CENTS C/F			0.06CR
小計 SUBTOTAL			\$2,610.00
以優惠利率計息 5.0% 優惠			
可扣減			
應繳款項			\$2,609.00

總應繳款 TOTAL AMOUNT DUE: \$2,609.00
最後繳款日期 LAST DAY FOR PAYMENT: 31/01/2018
總計加費在內的總額 AMOUNT INCLUDING SURCHARGE: \$2,739.00

賬目編號 ACCOUNT NUMBER: 180117
總應繳款 TOTAL AMOUNT DUE: \$2,609.00
最後繳款日期 LAST DAY FOR PAYMENT: 31/01/2018
總計加費在內的總額 AMOUNT INCLUDING SURCHARGE: \$2,739.00
C.R.C. 101



A bill issued by CLP

CLP 中電

住宅用戶電費通知書
Residential Tariff

賬目編號 ACCOUNT NUMBER: 02
於右示日期自動轉帳 PAYMENT TO BE MADE BY AUTOPAY ON: 20/06/2024
總應繳款 TOTAL AMOUNT DUE: \$620.00

住宅用戶電費通知書
Residential Tariff

賬目編號 ACCOUNT NUMBER: 02
於右示日期自動轉帳 PAYMENT TO BE MADE BY AUTOPAY ON: 20/06/2024
總應繳款 TOTAL AMOUNT DUE: \$620.00

住宅用戶電費通知書
Residential Tariff

賬目編號 ACCOUNT NUMBER: 02
於右示日期自動轉帳 PAYMENT TO BE MADE BY AUTOPAY ON: 20/06/2024
總應繳款 TOTAL AMOUNT DUE: \$620.00

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 Round 2, 2024/25: 13 to 18 August 2024)



住宅用電
發單日期 (日-月-年)
17-12-23
Date of issuance: 2023/12/17
(Beyond 3 months)



住宅用電
發單日期 (日-月-年)
20-06-24
Date of issuance: 2024/6/20
(within 3 months)

CLP 中電

住宅用電
發單日期 (日-月-年)
17-12-23

總計 \$604.45

繳款限期 17-12-23

SAMPLE 樣本

CLP 中電

住宅用電
發單日期 (日-月-年)
20-06-24

Residential Tariff

總計 \$620.00

繳款限期 20-06-24

SAMPLE 樣本

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.



Service Address:
Flat E, 20/F,
Siu Ming Court,
Kowloon

Mailing address

Service address

SAMPLE 樣本

If the service/supply address is not identical with the address submitted in iHostel System for hall application, hall points will be forfeited



Service Address:
Flat 01, 11/F,
Chan Tai Mansion,
Kowloon

Mailing address

Service address

SAMPLE 樣本

The service/supply address is identical with the address in iHostel Application

(a) The address transferred from the Banner System; or
(b) The address inputted manually by the applicants during the application period.
Otherwise, the hall point in Section A will be forfeited.

Extracted from iHostel System

Home Address*

Flat 01, 11/F,
Chan Tai Mansion,
Kowloon.

(a) The address transferred from the Banner System; or
(b) The address inputted manually by the applicants during the application period.
Otherwise, the hall point in Section A will be forfeited.

Extracted from iHostel System

Home Address*

Flat 01, 11/F,
Chan Tai Mansion,
Kowloon.

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

Name, if any (如有的話)
TAI MAN
大文
Surname and name of father
CHAN, BA BA PETER
陳巴巴

Shown 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



Address shown on the envelope

Address shown on the envelope

No address shown in supporting document



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



CHAN BA BA PETER
九龍藍田
教人部教育樓1樓A室

用戶編號: 12341234123

上次繳款日期	上次繳款金額	現存按金款額	手續金額	分期付款金額
11/07/2022	\$234.00	\$0.00	\$0.00	\$0.00

水錶字地址
九龍藍田
教人部教育樓1樓A室

現有水錶編號: MITT12312312

供水性質: 住宅供水(010030)

水錶編號	日期	度數	抄表	用水量	每日平均用水量
MITT12312312	24/06/2022	1,581A	0222	82 立方米/31日	0.626立方米(626公升)

A:抄錶度數 K:估計度數 \$:估計水費

餘額承前 \$

水費 \$

排水費 \$

收費總額 \$

餘額滾入下期 \$

應繳款額 \$

有關上述用水價平或收費項目的簡單附註:
 * 香港人均每日用水量為150公升,而全球的人均每日用水量為110公升。
 * 將用戶的每日平均用水量626公升除以用水期間的人數便可得出用戶的人均每日用水量。

SAMPLE 樣本

CLP 中電 120 為你, 與你溝通 of shared vision

註冊客戶及供應地址
Registered Customer & Supply Address

CHAN SIU MING
ROOM 517, ABC HOUSE,
EDU ESTATE,
WAN CHAI, HONG KONG

GHAN SIU MING
ROOM 517, ABC HOUSE,
EDU ESTATE,
WAN CHAI, HONG KONG

字號用電

賬號及用戶編號: 02

SAMPLE 樣本

Provision of partial document(s)

Date of issuance NOT shown on the supporting document



All information in the supporting documents should be displayed

香港電燈有限公司
The Hongkong Electric Co., Ltd.

陳小明
CHAN SIU MING PETER
教人部教育樓
教育樓100號
2字樓

賬戶號碼: 1231231231

賬戶日期: 31/03/2024

請付賬額: \$1,490.00

「住宅供電」收費
供電期間: 由 20/09/2022 至 18/10/2022 (29日)
電表編號: 9947 上水讀數: 649 下水讀數: 649

本賬收費
基本電費 \$590.00
20/09/2022-30/09/2022 238度 + 10度 27.9度 57.06
01/10/2022-18/10/2022 440度 + 10度 34.8度 -8.49
特別用途 \$50.00
政府電費補貼 \$0.00
政府電費補貼 \$0.00

賬目總額 \$227.96
未繳賬款 \$62.83
賬款 \$1,490.82
繳入上期賬款 \$0.00
計付賬額 \$1,490.00

每月電量(度數)
1000
800
600
400
200
0
20 21 22 23 24 25 26 27 28 29 30 31

此單單位(度數) 期數數: 2字號(內) 讀數(度數)
 * 政府電費補貼(度數)為 \$0.00
 * 政府電費補貼(度數)為 \$0.00

有關詳情請致電 2367 1111 或瀏覽電燈公司網頁 www.hkelectric.com

1231231231 31/03/2024 \$1234.00

SAMPLE 樣本

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



水務署
Water Supplies Department
付款通知書 每日僅水10公升
CHAN SIU MING
新界荃灣
教人花園教職員樓A室

發出日期: 13/08/2022

繳款單編號	12341234123
應繳總額	\$1234.00
在此日期或之前繳付	05/09/2022

SAMPLE 樣本

香港電燈有限公司
The Hongkong Electric Co., Ltd.

陳小明
CHAN SIU MING PETER
教大島教育灣
教育村100號
2字樓

賬戶號碼
1231231231

賬單日期
31/03/2024

「住宅供電」收費
用電期由 20/09/2022 至 19/10/2022 (29日)

上次讀數	上次讀數	度數
[blurred]	[blurred]	[blurred]

Information hidden

本期收費

基本電費		
燃料調整費:		
20/09/2022-30/09/2022	209 度 x 每度 27.3 仙	57.00
01/10/2022-19/10/2022	440 度 x 每度 34.5 仙	151.80
特別折扣	每度 -1.0 仙	-4.40
政府電費紓緩計劃		-1.80
政府電費補貼		-1.80

賬目總覽

上期賬單總數	
本期收費	
總數	
撥入下月賬款	
請付此賬	

Information blurred

每月用電量 (度數)

此賬單已包括下期未繳之欠款在內，請即繳付。

- 政府電費紓緩計劃貼款為 \$0.00
- 政府電費補貼貼款為 \$0.00

有關燃料調整費詳情，請瀏覽港燈網頁 www.hkelectric.com/tariff

1231231231 31/03/2024 \$1234.00

此單現已到期，請即繳付

頁 1/1

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

Students may blur or hide 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

B. For Non-local Students

EXAMPLES

7. Non-local students should provide a copy of their RESIDENT'S ID CARD (for students from Mainland of China) or PASSPORT (for students from Other Countries or Regions)



For students from the Mainland of China – Resident's ID card containing student's personal information



For students from other regions or countries – Passport containing student's personal information



Mainland of China – Resident's ID card without containing student's personal information



Mainland of China – Documents other than Resident's ID card