BRIEFING SESSION FOR RESEARCH STUDENTS

HALL ADMISSION 2018/19
<table>
<thead>
<tr>
<th>Part</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part I</td>
<td>Hall Admission 2018/19</td>
</tr>
<tr>
<td>Part II</td>
<td>AIMS Demonstration</td>
</tr>
<tr>
<td>Part III</td>
<td>Q &amp; A</td>
</tr>
</tbody>
</table>
Remember!

• Hall Application is on yearly basis (all should apply afresh!).

• AIMS is the only means for Hall Application.

• Late application / incomplete application will not be accepted.

*traffic jam (system) may happen in the last 10 minutes, better submit your application earlier. If you are unable to submit your application due to technical issue, it will be treated as late application.
Part I  Hall Admission 2018/19 (Key dates)

A. 25 Apr – 15 May
   Online application available on AIMS
   Upload document proof on AIMS

B. 4 – 11 Jun
   Announcement of result via email
   Pay confirmation fee to confirm offer

C. 11 Jun
   Deadline of roommate preference indication on AIMS

D. 11 Jul
   Room Assignment announcement

E. 30 Aug
   2018/19 Mass Check-in
Part I  Hall Admission 2018/19 (Eligibility)

Eligibility

- Programme: UGC-funded; and
- Mode of study: Full Time; and
- Level: Research Students within normal study period

All eligible students must submit applications online by the specified deadline.
Part I  Hall Admission 2018/19 (Procedure)

Procedure

- Submit online application
- Current Students – via AIM
  (No matter you are currently residing in Student Residence)
- New Students – via Admission Application System

Application result will be announced by email notification and successful applicants will then be invited to confirm their offer acceptance by paying a non-refundable and non-transferable confirmation fee HK$1,400
Part I  Hall Admission 2018/19

1. Hall Application and Preference Indication on Hall and Room type
2. Lottery for Hall Offer
3. Lottery for Hall & Room Type
4. Succeed to get a Hall Offer
5. Settlement of Confirmation Fee
6. Roommate indication
7. Room Assignment Result
Allocation Principles

Lot-drawing would be used in allocating residence places for successful applicants, priorities would be made available to support students with special conditions or needs, including:

1. Students awarded with prestigious scholarships as endorsed by SGS;
2. Students with special needs impairing their studies (subject to vigorous screening and documentary proofs)

Once successful applicants fail to get the hall offer by payment confirmation fee in the main round, wait-listed students will top-up.
Confirmation and Indication of Preference

- Upon paying the confirmation fee, the applicants can indicate roommate preference via AIMS.

- If applicants with hall offer fail to accept the hall offer, the hall places will be forfeited and assigned to those on the waiting list without prior notice.

Part I  Hall Admission 2018/19
Room Assignment

• There is no guarantee that current residents will be assigned to stay in your current room even though you get the hall off of the same room type in the same hall.

• Applicants' preferences on hall, room type and roommate will be considered as far as possible. There is no guarantee that one will be assigned to a particular hall, unit, room type, or with a specific roommate. Final room assignment is subject to room availability and hall admission policies.

• Applicants are required to vacate from their current room and move into the new room during the specified days in summer period if they are not assigned to stay in their current rooms.
Part I   Hall Admission 2018/19

PG Hall Lodging Fee 2018/19

• New PG hall lodging fee for 2018/19 has been revised.

• For details, please refer to SRO homepage http://www.cityu.edu.hk/sro/htm/e_apply3_fee_pg.htm
Construction Works around Jockey Club House

- Construction works around Jockey Club House (Academic Exchange Building) will be carried out throughout the whole residential year.
- Noise and vibration are expected.
Part II
AIMS
Demonstration
Part II AIMS Demonstration
Part II  AIMS Demonstration

SR Appl for RPg/TPg Students - Application Form

PG Hall Admission for 2018/19

Acknowledgement and Undertaking

1. General Information for Application of Postgraduate Halls (2018/19)

1.1. Web applications will be accepted via AIMS on the designated period as announced by SRO.
1.2. Application will be administered on a yearly basis. Full residential year hall places are to be offered to successful applicants.
1.3. Late application / incomplete application will not be accepted.
1.4. Lottery is used in allocation of residence places, halls and room types. There is no guarantee that current will be assigned to the current room even though they get the hall offer of the same room type in the same hall.
1.5. Special Remarks on PG Hall Admission for 2018/19
   Construction works around Jockey Club House (Academic Exchange Building) will be carried out throughout the whole residential year.
   Noise and vibration are expected.

2. Eligibility

2.1. Full time Research students studying in UGC-funded programmes within normal study period; or
2.2. Full time non-local taught postgraduate students in UGC-funded programmes

3. Period of Stay

3.1. Full residential year hall places are to be offered to successful applicants.
3.2. Residential period is from 30 August 2018 to 16 August 2019 (noon).
3.3. Residential period will be assigned by Student Residence Office. will be subject to review in case of changes in student status, mode of study...
Part II  AIMS Demonstration

8. Check in procedure
8.1. You MUST complete the check-in procedure IN PERSON within one week from 30 August 2018 or from the first day your indicated start date.
8.2. If you are unable to do so, your offer and paid confirmation fee will be forfeited.
8.3. New Students MUST complete the student enrollment procedures within 3 working days after check-in. If you do not complete the enrollment procedure within the designated date, you are not allowed to continue staying in the Hall.

9. Vacate the Room and Early Withdrawal
9.1. You are required to inform SRO and vacate your rooms upon termination, suspension, leave of absence, study interruption, withdrawal, completion of their studies/exchange programmes or any cases that result in inactive student status.
9.2. If there is any change in the mode of study and source of funding, the residence stay will be reviewed. If the continual of stay is offered, new charging rates may take effect according to the “Fees & Charges of Postgraduate Hall”.
9.3. If you intend to check out earlier than the last date of stay originally approved by SRO, you are required to submit written notification to SRO at least one month before you new intended last date of stay. Sending the required written notification late will result in the payment of a penalty fee up to one month's hall charges.
9.4. The last month's hall lodging fee for research students will be calculated as follows: residents have to pay one-half of the monthly hall lodging fee if they check out at any time on or before 12 noon on the 16th day of the month, otherwise residents shall pay a full month's hall lodging fee if they check out at any time after 12 noon on the 16th day of the month.

10. Personal Information Collection Statement
10.1. The personal data collected in this application form will be used by Student Residence Office to process Hall Admission. All personal data on the application form are regarded as mandatory for the aforementioned purposes.
10.2. You have the right to request access to and correction of the information under the Personal Data (Privacy) Ordinance.

Agree and understand the above terms and conditions

Agree and Continue
Part II  AIMS Demonstration

<table>
<thead>
<tr>
<th>Hall Type</th>
<th>Capacity</th>
<th>Rental Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hall 8 - Single Room</td>
<td>72</td>
<td>HK$2,950</td>
</tr>
<tr>
<td>JCH - Single Room</td>
<td>72</td>
<td>HK$3,350</td>
</tr>
<tr>
<td>Hall 7 - Single Room (in 2-bedroom apartment - Regular)</td>
<td>7</td>
<td>3</td>
</tr>
<tr>
<td>Hall 7 - Double Room (Studio-Regular)</td>
<td>72</td>
<td>12</td>
</tr>
<tr>
<td>Hall 7 - Double Room (Studio-Large)</td>
<td>72</td>
<td>6</td>
</tr>
<tr>
<td>Hall 7 - Double Room (in 2-bedroom apartment - Large)</td>
<td>72</td>
<td>12</td>
</tr>
<tr>
<td>Hall 7 - 3-Person Room (in 2-bedroom apartment - Regular)</td>
<td>72</td>
<td>9</td>
</tr>
</tbody>
</table>

Hall and Room Type Preference:
Please prioritize your Hall and Room preference. Please note that the Hall and Room allocation depends on the number of applicants, the availability of the rooms and lottery result. The result is subject to final decision of Student Residence Office.

Special Remarks:
Construction works around Jockey Club House (Academic Exchange Building) will be carried out throughout the whole residential year. Noise and vibration are expected.

Remarks (optional):
(1) If you would like to apply for residence for married couple in Hall 7 (i.e. Double Room (Studio-Regular)) and Double Room (Studio-Large), please state the name and student ID/ Application Number of your spouse and send a copy of the marriage certificate to Student Residence Office by using the upload function together with this application.
(2) If you have any medical or special reasons to support the hall application, please state the reasons and upload the documentary proof by using the upload function with this application.
Part II AIMS Demonstration

Remarks (optional):
(1) If you would like to apply for residence for married couple in Hall 7 (i.e., Double Room (Studio-Regulars)) and Double Room (Studio-Large), please state the name and student ID/Application Number of your spouse and send a copy of the marriage certificate to Student Residence Office by using the upload function together with this application.
(2) If you have any medical or special reasons to support the hall application, please state the reasons and upload the documentary proof by using the upload function with this application.

Urgently need a bedspace

Period of Stay:
Full residential year hall places are to be offered to successful applicants. Residential period: 30-Aug-2018 to 16-Aug-2019 (noon)

Please specify your stay period:

Stay period from: 30/08/2018 to 16/08/2019

Remarks:
1) Only applicable to those applicants who have to shorten the residential period due to “planned” or “confirmed” exchange or study leave.
2) The end date of stay period shall not be beyond the end date of normal study period or non-UGG-funded period for the study programme.
3) The hall lodgment fee is charged from your indicated start date.
4) New students MUST complete the student enrolment procedures within 3 working days after check-in. If you do not complete the enrollment procedure within the designated date, you are not allowed to continue staying in the Hall.
5) You MUST complete the check-in procedure IN PERSON within ONE week of your indicated start date. If you are unable to do so, your offer and paid confirmation fee will be forfeited.
Part II  AIMS Demonstration
Part II AIMS Demonstration
Part II  AIMS Demonstration
Part II  AIMS Demonstration

SR Appl for Rp/Tp Students - Application Form

Personal Particulars
HXBO, Paqnwmxw (54243943)  Gender: M  Cohort: 2015
Type: Non-local Full-time Research Degree Regular Student
Full Time Research Staff: No
Exp Grad Date: 31-Oct-2019  Norm Study End Date: 31-Oct-2019
Prev. Hall Exp: N
College/Department/Programme: SE / EE / Phd Electronic Engineering
Local Contact: 86-5353490738
Home Address: Sppn 239, Cynjehn 76, Dibnodrvo Zbo Op. 6 Zjflzbo Spbe. Iojhejo Ejlusjdu Bjng City. P.R.China BjlngChlna
Student with disabilities: No

Your application has been submitted.
Your student residence application result is shown below.
Application Status: Successful
Room Type allocated: Hall 8 - Single Room
Residence period: 30-Aug-2018 To 31-May-2019

Payment

Your application information is shown below.
Hall and Room Type Preference
First choice: Hall 7 - Double Room (in 2-bedroom apt.-L)
Second choice: LUCH - Single Room
Third choice: Hall 7 - Single Room (in 2-bedroom apt.-R)

Remarks (Optional):

[Signature and Date]

Part II  AIMS Demonstration

Payment of Confirmation Fee

You are required to pay a non-refundable and non-transferable confirmation fee of HKD $1400.00. The confirmation fee will be used to offset against the Student Residence fee.

You can settle the payment by the following methods.

1. Credit card (VISA or MASTERCARD) payment via Web.
2. Pay at the counter of Student Residence Office at Cornwall Street.

If you decide to pay via web, press “Proceed to Payment”. Otherwise, press ‘Back’ button to exit this page.

For the transfer of email payment, the exchanged data is protected by secure Internet protocols/cryptography from viewing or changing by third-party.
Part II  AIMS Demonstration

Online Payment

Payment Amount:
HKD 1400.00

Please select one of the following card types for the online payment.

MasterCard  VISA

Reminders

- Don’t press the web browser BACK button/shortcut key.
- The payment process must be finished within 15 minutes.
- The web browser must be configured to enable Javascript and allow CityU server to write web browser cookies.
- The system uses 2048-bit SSL certificate to protect the sensitive payment data passing between the cardholder’s web browser and the payment system servers.
Part II  AIMS Demonstration

Your details will be sent to and processed by The MasterCard Internet Gateway Service and will not be disclosed to the merchant.

TEST MODE

Merchant name: CITY UNIVERSITY OF HONG KONG

Enter your card details:

MasterCard: You have chosen MasterCard as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.

Card Number: 5123456789012346
Expiry Date: 05 / 21 month/year
Security Code: 111

The 3 digits after the card number on the signature panel of your card.
HKD $1,400.00

I hereby authorise the debit to my MasterCard Account in favour of CITY UNIVERSITY OF HONG KONG
Part II  AIMS Demonstration
Part II  AIMS Demonstration

Payment of Confirmation Fee (Successful)

Student Residence Confirmation fee for 2018/19.
Student Name: HXBO, Paqkmwmx  Student ID: 54243943
Transaction Date/Time: 13-APR-2018 10:23:52

The confirmation fee $1400 has been paid. The receipt number is 810312576096. You are advised to print this page for your record.

Please click “Back” to continue processing.
Part II  AIMS Demonstration

Payment of Confirmation Fee (Successful)

Student Name: HK&D, Panywmxw  Student ID: 54249343
Transaction Date/Time: 13-APR-2018 10:23:52

The confirmation fee $1400 has been paid. The receipt number is 810312576096. You are advised to print this page for your record.

Please click "Back" to continue processing.
Roommate or flat-mate is allocated same Hall and Room Type
Part II  AIMS Demonstration

SR Appl for RPg/TPg Students - Application Form

Personal Particulars
- TJAG, Maarq (54098907)
- Gender: F
- Cohort: 2015
- Type: Non-local Full-time Research Degree Regular Student
- Full Time Research Staff: No
- Exp Grad Date: 31-Aug-2019
- Norm Study End Date: 31-Aug-2019
- Prev. Hall Exp: Y
- College/Department/Programme: CH / COM / PhD Media and Communication
- Local Contact: 98470363
- Home Address:
  - Spnp 0/26.8mm 8 Tuvesou Stjefo City University of Hong Kong Kowloon
- Student with disabilities: No

Your application has been submitted.
Your student residence application result is shown below.

Application Status: [Confirmed]

Room Type allocated:
- Hall 8 - Single Room
Residence period:
- 31-Aug-2017 To 30-Apr-2018

Confirmation fee paid on: [07-Apr-2017]

Your roommate/fatmate information is shown below.

<table>
<thead>
<tr>
<th>Student No.</th>
<th>Name</th>
<th>Consent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>MANGT, Van</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>TJAG, Maarq</td>
<td>Y</td>
</tr>
</tbody>
</table>

Roommate/Fatmate Preference

Your application information is shown below.

[Hall and Room Type Preference]
Part II AIMS Demonstration
Part III

Q & A
1) I am a second year PhD student, live in Hall-8, Single Room. I would like to stay Jockey Club House from 2018/19 session. How can I apply for a bedplace in Jockey Club House?

   Students can indicate their JCH and go through the room-type allocation process regarding of their preference by lot-drawing.

2) My friends and I are Hall 8 residents but stay in difference floor. May we indicate to be flat-mate?

   These students are required to mutually indicated the other students as their flat-mates and their roommate indication preference will be considered as far as possible.

3) I am Hall 8 resident and stay in lower floor. I want to stay in Hall 8 but upper floor. Can I indicate that I prefer to pick the room facing East/South on upper floor? Is there guarantee I can get the bedplace in Hall 8?

   If the students can only show their hall and room type preference. The room will be assigned by lottery and no special conditions of room will not be entertained.
4) There is a way to apply for a married couple unit directly?

No.

5) I am a current UGC-funded student but my wife is a new student. How can we apply for married couple unit?

There are a very limited number of self-contained studio units for two persons in Hall 7 that may accommodate married couples. However, we do NOT designate these limited studio units solely to married couples. Unless two students are successfully allocated a residence place, and provide proof of marriage certificate, we can consider allocating the limited studio to the married couple students, if the demand is contained.

6) There are not too much married couple students so married couple units may be vacant. I am a current UGC-funded student but my wife is a Non-UGC funded student. Can we apply for married couple unit

NO, the wife is non-UGC funded student and not eligible to be our resident.
7. I am having study leave from June to September 2018. Can I indicate my period of stay from 1 October 2018? Does it affect my application result?

NO.

8. I am non-residents now. I will have a conference during 28 August to 10 September 2018 and I indicate my period of stay from 30 August 2018. Can I authorize my friend to complete the check-in procedure on 30 August 2018 (mass check-in date)?

NO. You MUST complete the check-in procedure IN PERSON within ONE week of your indicated start date.

9. I arrive Hong Kong. My student visa is under review so I defer my registration as student. May I check-in and stay at Hall until I complete the enrollment procedure?

If you do not complete the enrollment procedure within 3 working days after check-in, you are not allowed to continue staying in the Hall.
End