Summer Residence 2017
Acknowledgement and Undertaking (Undergraduate Halls)

In applying for Summer Residence in 2017, I acknowledge that I have read the terms and conditions for Summer Residence set out below and I agree and undertake to abide by them, in addition to the Regulations Governing Student Residence and the rules stipulated by a particular hall.

1. Application

   1.1. After application submission, requests of any changes (e.g. plan and preference) will not be accepted.

   1.2. Late applications will be processed with lower priority and may not be entertained.

   1.3. The approved period of stay for summer residence is non-extendable. Even where an application for extension is approved, the Student Residence Office has the absolute discretion to request the resident to vacate from the room initially assigned and move into a different room at any time.

   1.4. All information provided in the application must be true and accurate. Submission of inaccurate information will lead to immediate disqualification and removal from the hall, and their residence applications will not be accepted throughout their entire study periods. All fees paid will not be refunded.

2. Residential Period and hall lodging fees

<table>
<thead>
<tr>
<th></th>
<th>Current Residents</th>
<th>New Applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Residential Period</td>
<td>Fee</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Double Room</td>
</tr>
<tr>
<td><strong>Summer 2017</strong></td>
<td></td>
<td>$3,850</td>
</tr>
<tr>
<td><strong>Residential Period</strong></td>
<td>22/5/2017 –</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7/8/2017 (before 12noon)</td>
<td></td>
</tr>
<tr>
<td><strong>Extension Period</strong></td>
<td></td>
<td>$1,050</td>
</tr>
<tr>
<td></td>
<td>7/8/2017 – 28/8/2017 (before 12noon)*</td>
<td></td>
</tr>
</tbody>
</table>

*Only those students with hall offer in 2017/18 can opt to extend their stay up to the commencement of Residential year 2017/18. Emails will be sent to those summer residents with 2017/18 hall offer about the arrangement of extension period.
3. **Payment**

   3.1. Applicants are required to confirm their offers by paying the hall charges in FULL at Student Residence Office by credit card or EPS in the period of 6 -12 April 2017.
   3.2. Applicants should pay in advance the FULL hall charges when confirming the bedplace offer. All charges paid are non-refundable and non-transferable.
   3.3. There is NO withdrawal after the confirmation of bedplace offer by full payment of hall charges.

4. **Allocation**

   4.1. All full-time students are eligible to apply, including Bachelor's Degree and Associate Degree students. Priority will be given to current residents.
   4.2. The bedspaces for short-stay bookings will be provided at a limited amount if there is any available room.

5. **Room Assignment for Summer Residence 2017**

   5.1. The refurbishment project of Hall 10 and Hall 11 will commence in the summer of 2017. Residents of Hall 10 and Hall 11 will be assigned to rooms of other halls.
   5.2. The summer residence floors may be changed based on the summer applications of current residents in respective hall.
   5.3. In order to protect student residents’ privacy and their residence life, the floors tentatively designated for students for each hall are as below:

<table>
<thead>
<tr>
<th>Hall</th>
<th>JCHH (H1)</th>
<th>HSBCPH (H2)</th>
<th>ACH (H3)</th>
<th>JCAH (H4)</th>
<th>CSKH (H5)</th>
<th>LSKH (H6)</th>
<th>JCHaH (H7)</th>
<th>Hall 9 (H9)</th>
<th>Hall 10 (H10)</th>
<th>Hall 11 (H11)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floors</td>
<td>5-15</td>
<td>4-11</td>
<td>4-10</td>
<td>4-11</td>
<td>5-14</td>
<td>4-10</td>
<td>1-4</td>
<td>4-11</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Status</th>
<th>Room Assignment</th>
<th>Room Moving</th>
<th>Room Moving Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current residents</td>
<td>Current rooms that they are residing</td>
<td>No</td>
<td>N/A</td>
</tr>
<tr>
<td>Current residents</td>
<td>Rooms of the hall that they are currently residing. These rooms are clustered together on the floors shown in the above.</td>
<td>Yes</td>
<td>Between 26 May - 9 June 2017. The exact period will be notified by the Student Residence Office</td>
</tr>
<tr>
<td>New applicants /residents</td>
<td>On a totally random basis. These rooms are clustered together on the floors shown in the above.</td>
<td></td>
<td>N/A</td>
</tr>
</tbody>
</table>
5.4. For the avoidance of doubt, please note that even after the students have moved into the rooms assigned to them for summer residence, the Student Residence Office / Residence Masters reserve the right at any time to re-assign them to other rooms.

5.5. Request of room change/swapping will not be accepted.

6. Room Moving Schedule

Current residents are required to check out of the current rooms that they are residing and move into the rooms assigned for summer residence in the room moving exercise. If you are not able to check-out or move into the room concerned in person, a written and signed authorized letter must be provided to Student Residence Office within the designated moving period with the full name and Student ID No./ID number/passport number of the authorized person who will complete the necessary procedures for checking out of or moving into the appropriate rooms on your behalf. If residents cannot complete room moving within the time specified, the penalties stated below will be levied.

6.1. Summer Residence 2017

For Current residents in Semester B of 2016-17, room moving period is between 26 May - 9 June 2017.

6.2. Semester A, 2017-18

Residents for summer residence who succeed in applying for hall residence for 2017-18 can opt to stay in the extension period will be required to vacate from their rooms for summer residence and move into their new rooms for 2017-18 between 8 and 24 August 2017. The exact period will be notified by the Student Residence Office via student email account. The period for room moving is very short for 2-3 days.

7. Penalty Charges for not complying with the Check Out and Moving in Procedures

Resident who fail in any way to comply with the checking out and/or moving in procedures during the periods specified above, in particular by being late in checking out, will be liable to pay penalty charges of HK$200 per day per person + daily rate.

8. Penalty Charges for Improper Check-out

A minimum fine of HK$200 per room will be imposed on those residents who fail to reinstate all the furniture back in its original position or fail to tidy or clean up the rooms before checking out.

9. Late Check-out resulting in packing all luggage and personal belongings

For the cases in which the resident fails to check out by the deadline, which has affected the move-in of the new resident into the assigned bed space and required SRO to vacate the bed space by clearing, packing and moving the residents' belongings, penalty charges at $600 per person on top of the late check-out penalty charges ($200 per person per day + daily rate) will be levied.

10. Please kindly note that the summer residence will end on 7 August 2017 (12noon), the new residents will be moved to your room at any time after the end of summer residence. If you have been assigned to a double room without a roommate, please keep the place and another bed clean and tidy, and be prepared for the check-in of your new roommate at any time. No further notice about the exact check-in date and time of your new roommate will be issued.
11. The hall management or its duly authorized agents shall have the right of access to your room, with or without notice, for emergency / cleaning / repair and maintenance / safety purposes.

12. If you are the successful applicant of 2017/18, and you will go to outbound exchange in Semester A of 2017/18, please note that you are not eligible to stay at the Student Residence after the end of summer residence and you are required to check-out from your current room according to your application approved date for summer residence. You are not eligible to opt to stay in the extension period from summer term to Semester A, 2017/18.

13. Policies on "No Smoking" in Student Residence

   13.1. Student Residence is a smoke-free living community. Smoking in both indoor and outdoor areas of the Student Residence is strictly prohibited and is an offence in law.

   13.2. Students breaching these Hong Kong laws and Regulations Governing Student Residence will face disciplinary actions including:
   •   hall suspension up to 8 weeks
   •   referral to the University's Student Disciplinary Committee
   •   report to the Tobacco Control Office or the Police for further prosecution