2020-2021
Hall Admission for UG Halls
Local Freshmen
General Application Information
General Application Information

Before application submission, please note the following special message to local freshmen under COVID-19:

1. Under the prevailing COVID-19 situation and CityU Teaching/Learning primarily delivered in a real-time interactive online format, from the perspective of upholding health and safety in SR/hall community, the check-in date for local freshmen will commence on 1st Oct 2020 tentatively.

2. There is a possible chance of a further postponement on check-in date subject to review on COVID-19 development for students’ best interest.

3. Freshmen with exceptional need for an earlier check-in are welcome to email SRO with supporting proofs for case-by-case basis consideration.
Before application submission, please note the measures under COVID-19:

Dear prospective hall residents,

The residential year for 2020/21 will commence on 24 August 2020.

However, with the rise of local COVID-19 cases in recent weeks including a handful of confirmed ones in a local university student hostel, we would like to share with you the latest arrangements in SR hall.

Minimal Hall Life

1. Despite of cleaning/disinfection measures enforced, residents are exposed expectedly to a high risk of silent transmission due to the sharing of hall facilities such as common rooms, bathrooms and social interactions under same roof;

2. Group gathering at public area in SR/hall is restricted to not-more-than-2 under HK SAR statutory requirements to contain silent transmission in SR/Hall community;

3. Face-to-face events or activities in the SR/hall will be drastically reduced if not cancelled.

4. No-visitor policy will be in place.

Tighter Control & Contingency

5. For the wellbeing of hall community, any residents with confirmed COVID-19 cases in their domicile address should NOT return to SR/hall until being tested negative or after 14-day self-isolation;

6. Body temperature will be taken upon one’s entering the SR/hall;

7. Residents are required to wear surgical mask on hall premises;

8. If so required for the wellbeing and safety of SR/hall community, SRO/RMs reserves the right to relocate residents in need to SR Contingency Hub or evacuate residents out of concerned floor/hall.

Together, we fight the virus!

Student Residence Office
13 August 2020
Hall Application is on yearly basis (all should apply afresh!)

AIMS is the only means for Hall Application

Late / incomplete application will not be accepted. (Deadline: 21 August 2020, 23:59 HKT)

*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.
**General Application Information**

**A**
- **18 – 21 Aug**: Online application available on AIMS
- **Log-in AIMS to start**
- **Upload document proof on AIMS**

**B**
- **15 Sep**: Announcement of result via CityU email
  - **15 - 20 Sep**: Pay confirmation fee to confirm offer

**C**
- **20 Sep**: Deadline of preference indication on AIMS

**D**
- **28 Sep**: Room Assignment announcement
Eligibility
Local full-time government-funded Bachelor’s degree freshmen (Cohort 2020)

Allocation Criteria
- Score A (Home Environment and Commuting Time)
- Score B (Leadership Qualities and Potential Contribution to Residence Life)
General Application Information

UG Hall Lodging Fee 2020/21

<table>
<thead>
<tr>
<th>Rate for Double Room (per person)</th>
<th>Rate for Single Room (per person)</th>
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<tbody>
<tr>
<td>$10,950 / year</td>
<td>$21,900 / year</td>
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Hall lodging fee of residential year 2020/2021 is payable in two instalments to cover the whole residential period. In general, the due date of the 1st instalment is in Sep and the 2nd instalment is in Dec.

Tentative Residential period: *1 October 2020 - 24 May 2021 (12 noon)*

*The check-in date may be subject to change due to the development of COVID-19. Please stay alert to our email announcement.*
Application Procedure

02

Step 1
Fill Sore A information

Step 2
Fill Sore B information

Step 3
Submit the application and upload proofs before deadline

Application Procedures after login AIMS
Score A - Based on the ranking of one’s **combined score** of “Home Environment and Commuting Time”

**Home Environment**
- State the home size including kitchen and bathroom (in **sq.ft**)
- State the household members’ name and relationship with the applicant (e.g. Chan Siu Ming (myself), Chan Tai Man (father))

Note: Pets are NOT counted as household members

**Commuting Time**
- Choose district of home address (Students are required to provide proof of their home address within the latest 3 months when/if necessary [i.e. 21 May 2020 to 21 August 2020])
- Information submitted should reflect your current situation during the application period

**Tips**
- fill **sq.ft** (Square Feet)
- keep & upload home size proof
- keep & upload valid period of address proof of all family members
- do not input family members without address proof
- unable to provide proof / any false information → application Pending / disqualified
Score B – a combined scores of “Leadership Qualities and Potential Contribution to Residence Life” (Validity Period: September 2018 – June 2020)

1 Leadership Quality
To select the position with the highest score attained

2 Academic Scholarship
1st-3rd prizes/Excellence/ Distinction/1st Honour in Overall Student of Year/Academic Performance Excluding: Subject prizes, Merits

3 Special Achievements/ Awards
1st-3rd (Gold-Bronze) prizes/Excellence/Distinction directly related to Sports/Music/Arts in Inter-school/District/Regional Competitions Excluding: Personal Achievement e.g. ABRSM Exams, Merits/Participation, Intra-school Competitions

4 International Exchange Experience

5 Community Service organized by NGOs ≥ 10 hours
Excluding: one-off community service (< 10 hours) e.g. flag selling activity/blood donation/elderly visit, Student helper organised by schools/private companies

6 Dean’s / Principal’s List

*Put in WRONG category, NO mark

Tips
- make sure falling into validity period
- keep & upload certificate / documents
- unable to provide proof / any false information → application Pending / disqualified

Application Procedure
Remember to click “Agree and Submit” after filling all information before application deadline.
After application submission

1. You will receive an email of acknowledgement after submitting your application. You can check your application data through AIMS on the next working day.
2. If you do not receive any acknowledgement via email AND cannot find your application data on AIMS, please contact SRO immediately.
3. SRO will make selection on the basis of the information stated in the application form. If there is any subsequent change of information, you can make the amendments on your application (by yourself) on AIMS by the application deadline.
4. Please double check the change of information on AIMS after you have amended the data.
Appeal, Vetting, Room Assignment
Appeal

- Appeal against one’s application results can only be made to SRO in writing, but will only be considered with new/additional supporting documents.

- The decisions of the Appeal Panel will be final.

- Appeal Period: **15 – 20 September 2020**
Vetting will be conducted by SRO throughout the application processing and residential period.

Hall Application is an **HONEST** system. Students are required to submit true, accurate and correct information in AIMS.

Note: **DO** keep all document proofs relating to your hall application.

Should students fail to respond to SRO’s request for vetting, they could be considered as submitting inaccurate information and their status of student residence will be revoked and disqualified for their entire study period.

Note: All hall fees paid under this circumstance will **NOT** be refunded.

Serious misleading cases will be subject to further disciplinary actions, which may undermine students’ opportunities for award, scholarship, exchange or internship.
Room Assignment

- Rule of thumb: All applicants will be assigned to double-room double-occupancy (with shared washroom) if no preference is indicated.

- 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.

- SRO and the Residence Masters reserve the right to make alternative assignment decisions or re-assign students when necessary.

- No room assignment will be made if applicants fail to confirm their hall offer.
Final Reminder

Application Period
18 - 21 August 2020
(23:59 HKT)

Late Application will not be accepted!
Student Residence Office
Opening Hours
Monday to Friday: 9:00am - 1:00pm and 2:00pm - 5:30pm
Saturday, Sunday and Public Holiday: Closed

Tel: (852) 3442-1111

E-mail: srourga@cityu.edu.hk (UG Hall Application)