Shaw College Student Hostels
The Chinese University of Hong Kong
Check-In Notice for 2019/2020

1. Check-in Date, Time and Venue

All residents should perform check-in within the period stated below. Those who fail to check in during the period below will be deemed as giving up their hostel places.

	Check-in Period	Check-in Venue and Time
Summer Residents (Period C)	30 Aug 2019 (Fri) *(Remarks*)*	1) Kuo Mou Hall G/F reception counter
Non-local students (All)	31 Aug 2019 (Sat)(start at 2pm) to 9 Sept 2019 (Mon)	2) Student Hostel II 5/F reception counter on
Local students (Year 2 or above)	1 Sept 2019 (Sun) to 9 Sept 2019 (Mon)	9 am – 1 pm and 2 pm – 4 pm
Local students (Freshmen)	2 Sept 2019 (Mon) to 9 Sept 2019 (Mon)	

* (Remarks) To ensure a smooth check-in for the residents:

- Summer residents who are offered a hostel place in 2019/2020 MUST perform check-in/out procedures and move to the room assigned for regular term on **30 Aug 2019**.

- Summer residents who are NOT offered a hostel place in 2019/2020 MUST perform check-out on **31 Aug 2019.**

- For those who do not perform check-out procedures by the stipulated deadline, their personal belongings will be discarded and the hostel deposit will not be refunded. The record will be kept for consideration of application for a summer residence in the coming year.

2. Check-in Procedures

2.1 Residents should present their CU Link cards (or HKID cards) upon check-in, and submit the completed Check-in Record Form (https://www.cuhk.edu.hk/shaw/hostel/files/Check_In_Record_Form.pdf)

2.2 Hostel staff will pass room keys and room check list to residents.

2.3 Residents should bring their luggage to their rooms and return the room check list to hostel staff after checking all listed items in the room.

3. Entry to hostels

Student hostels are closed 24 hours.　During 8 am to 0:00 am (visiting hours for CU students), residents can enter hostels by using their CU Link Card or entering passwords.　For other hours, residents can only enter by using their CU Link Cards.

4. Luggage Claim

Date 　　：31 Aug 2019 (Sat) to 9 Sept 2019 (Mon)

Time 　　：9 am – 1 pm and 2 pm – 4pm

Unclaimed luggage will be discarded after the above period.

5. <u>Student Hostel Regulations</u>

Residents must observe the Shaw College student hostel regulations. Please refer to hostel website:
https://www.cuhk.edu.hk/shaw/hostel/application.htm

6. <u>Hostel Place Arrangement</u>

Allotted hostel places are not transferable or changeable.

If you wish to give up your hostel place, please provide your <u>full name</u>, <u>student ID number</u> and <u>contact number</u> to shaw-student-hostel@cuhk.edu.hk by <u>11 Aug 2019</u>.

Applicants who would like to give up their places after checked in the hostel must apply to wardens in writing. Vacant places will be filled up by applicants who are on the waiting list. Applications for withdrawal from hostels must be submitted at least 7 working days in advance of the planned last date of stay. Latest check-out dates are 1 October and 1 February for first and second term respectively. Once the applications have been approved, applicants are required to pay one-month hostel fee. Residents check out after the two dates mentioned above will be required to pay hostel fee counting from the check-in date to end of the relevant terms. Details and application forms can be obtained the reception counter of the hostel you reside

7. <u>Others</u>

If you would like to obtain a free parking coupon (for 2 hours), please go to the reception counter of the hostel you reside.

Enquiry：2603 5028（Kou Mou Hall）or 2603 5338（Student Hostel II）.

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Student Hostels, Shaw College
19 July 2019
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