

# UG Hall Admission 2024/25

Local Freshmen





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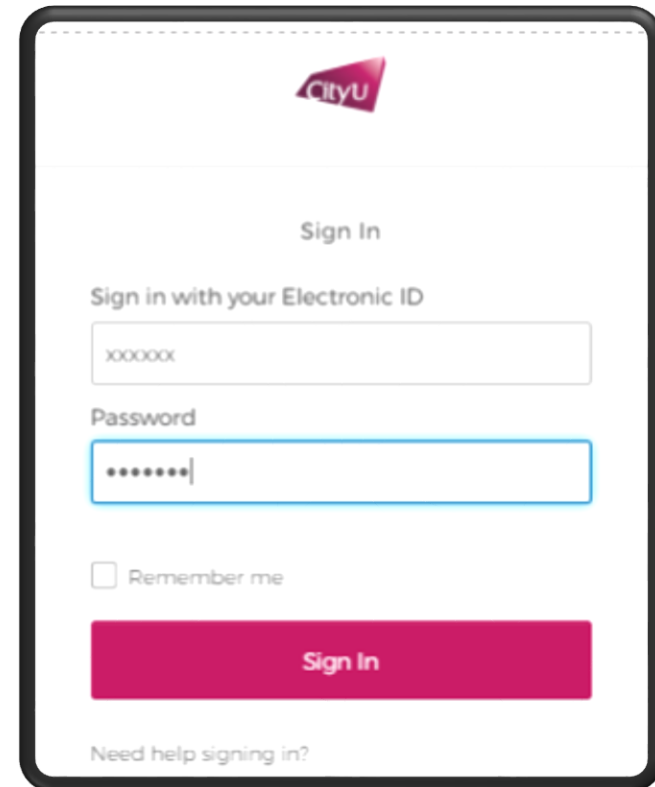
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# •01 General Application Information

# •01 General Application

**AIMS**  
is the only means for  
Hall Admission/Application

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



The screenshot shows the AIMS Sign In interface. At the top is the CityU logo. Below it is the text "Sign In" and "Sign in with your Electronic ID". There are two input fields: one for the Electronic ID (containing "xxxxxx") and one for the Password (containing "\*\*\*\*\*"). Below the password field is a checkbox labeled "Remember me". At the bottom is a pink "Sign In" button. A link "Need help signing in?" is located at the very bottom.

**Deadline**  
19 August 2024, 23:59 HKT



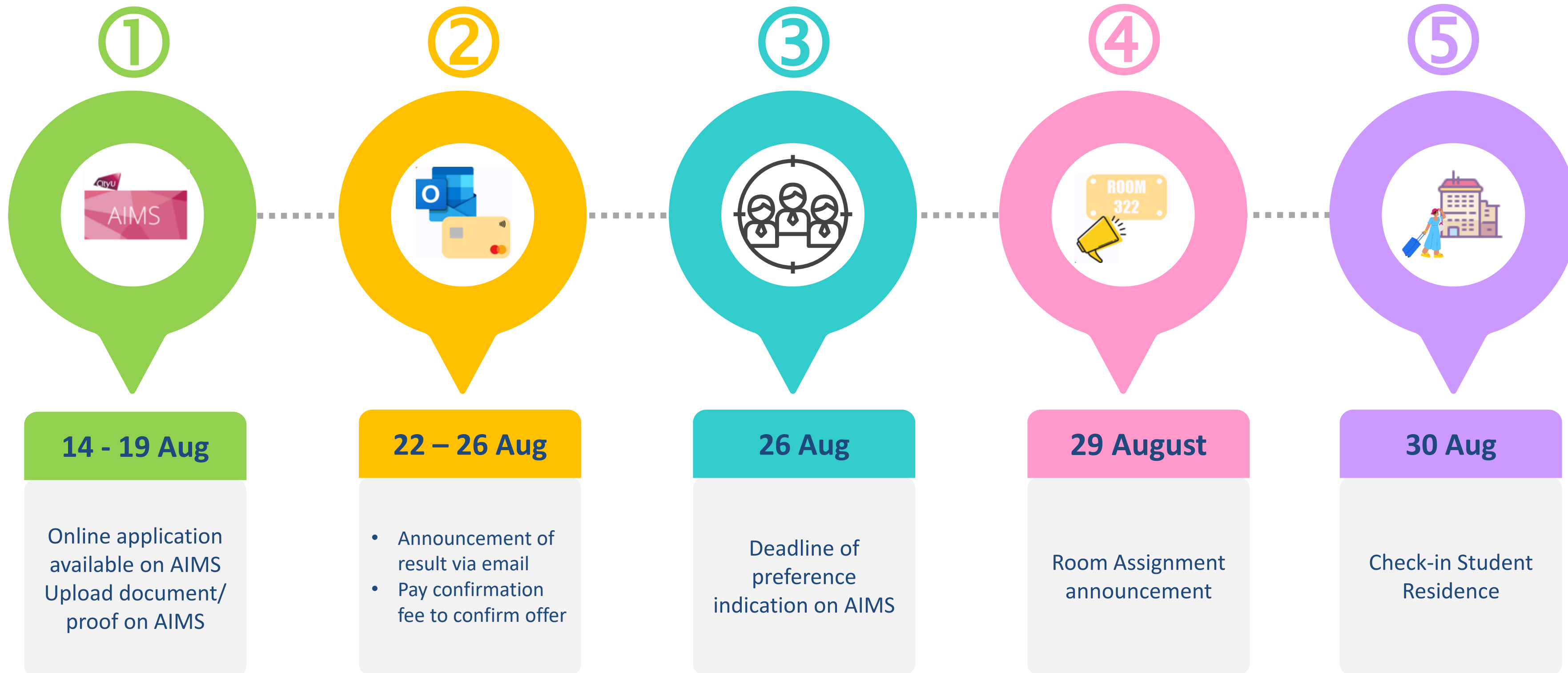
\*traffic jam (system) may happen in the last 10 minutes, better submit your application earlier. If you are unable to submit your application due to technical issue, it will be treated as late application.

**Late / incomplete application will not be accepted!**





# Timeline



# •01 General Application

## 01. Eligibility

Local full-time students in government-funded bachelor's degree freshmen (Cohort 2024)

## 02. Selection of Student Residence Compound

- Kowloon Tong Compound (KLNT)
- Ma On Shan Compound (MOS)

**\*\*Only indicate one of the above compound**

## 03. Allocation Criteria

- Score A (Commuting time/ home size)
- Score B (Leadership Qualities and Potential Contribution to Residence Life)
- Lottery

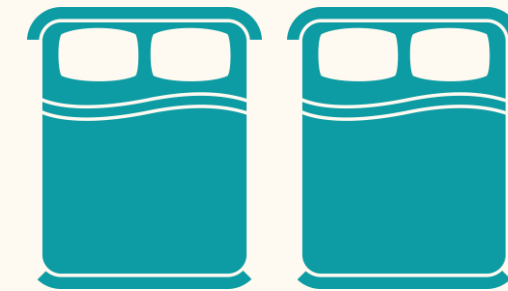


# •01 General Application

## UG Hall Lodging Fee 2024/25

Kowloon Tong & Ma On Shan Compounds

**Rate for Double Room (per person)**  
\$15,900 / year



**Rate for Single Room (per person)**  
\$31,800 / year



Hall lodging fee of residential year 2024/25 is payable in two instalments to cover the whole residential period. In general, the due date of the 1st instalment is (tentative) in September and the 2nd instalment is (tentative) in January.

**Residential period: 30 August 2024, 9am – 26 May 2025, 12noon**

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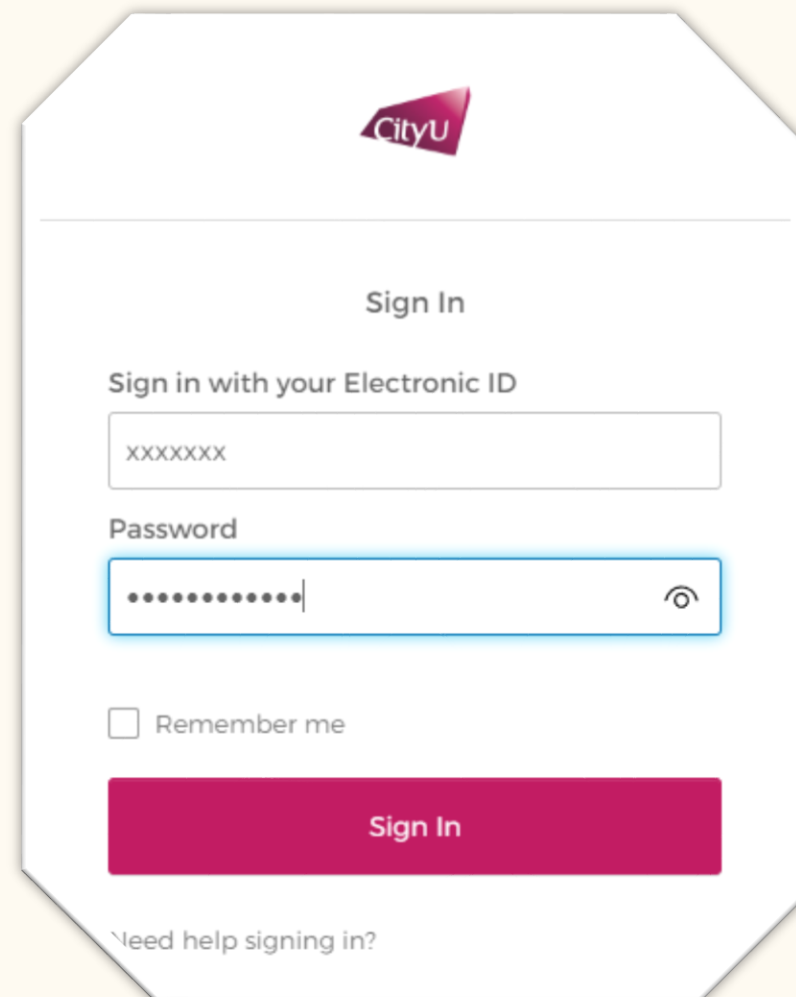
# •02 Application Procedure



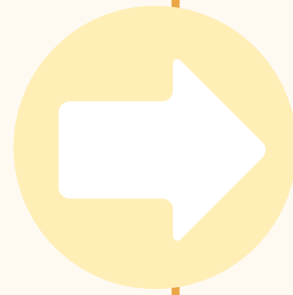
## • 02 Application Procedure

Connecting to **AIMS**

Sign in with your City University of Hong Kong account to access AIMS (SSO)



The screenshot shows the AIMS sign-in interface. At the top is the CityU logo. Below it is a 'Sign In' heading. The main section is titled 'Sign in with your Electronic ID' and contains two input fields: 'Electronic ID' (with 'xxxxxxx' as a placeholder) and 'Password' (with a masked password and a visibility toggle). There is a 'Remember me' checkbox and a red 'Sign In' button. At the bottom, there is a link for 'Need help signing in?'.



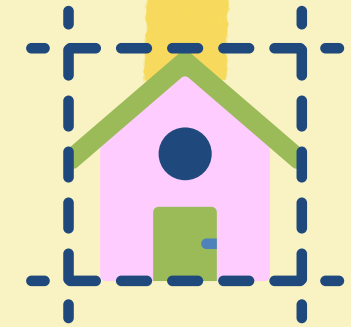
## Application Procedures after login AIMS

01.



Indicate your choice of Student Residence compound, either KLNT or MOS

02.



Fill in Score A & Score B (if applicable) information

03.



Continue to fill in other parts of hall application

04.



Submit the application and upload proofs (if any) before deadline

# •02 Application Procedure

## 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**)  
Public Rental Flats or Private Flats
- 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

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### 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. **19 May 2024 to 19 Aug 2024**])
- Information submitted should reflect your current situation during the application period
- If you don't have a valid address in Hong Kong, please email your situation to [srouga@cityu.edu.hk](mailto:srouga@cityu.edu.hk)



# Tips to applicants



Enquiries  
srouga@cityu.edu.hk

## Good Example



### Example: Family with 6 household members

## Bad Example



Name	Relationship	Upload Address Proof in AIMS
Chan Tai Man	Myself	✓
Chan Siu Ming	Father	✓
Lee Mei Mei	Mother	✓
Chan Tai Hing	Brother	✓
Mary	Maid	✓
Chan Chang	Grandfather	✓

Name	Relationship	Upload Address Proof in AIMS
Chan Tai Man	Myself	✗
Chan Siu Ming	Father	✗
Lee Mei Mei	Mother	✗
Chan Tai Hing	Brother	✗
Mary	Maid	✗
Chan Cheng	Grandfather	✗

**Tips 3: Upload all the household member address proof in AIMS (make sure falling into validity period)**

For maid, please provide the employment contract with corresponding address as proof.

For household members under 18, you may provide

- 1) Student Handbook - the page with student's information, including name and residential address or
- 2) document from school or
- 3) birth certificate with corresponding household address for further consideration.

**\* Declaration / Oath will NOT be accepted as proofs.**

**Tips 1: Make sure the name is correct**

Wrong spelling → "Chang" instead of "Cheng"

**Tips 2: Make sure all the information is TRUE and ACCURATE, serious misleading cases will be subject to further disciplinary actions.**

## Score B (if applicable)

a combined scores of “Leadership Qualities and Potential Contribution to Residence Life”

(Validity Period: **September 2022 – June 2024**)

01.

### Leadership Quality

To select the position with the highest score attained

04.

International/  
Non-local Exchange Experience/  
International Internship

02.

### Academic Scholarship

Academic Scholarships/ Academic Prizes awarded by CityU or external organizations

#### including:

- 1st-3rd prizes/ Excellence/ Distinction/ 1st Honour in Overall Student of Year/Academic Performance

#### excluding:

- Subject prizes
- Merits
- Semi-finalist

05.

### Community Service organised by NGOs ≥ 10 hours

Community Service organised 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

03.

### Special Achievements/ Awards

Special Achievements/ Awards attained in inter-varsity competitions in the areas of sports, music or arts

#### including:

- 1st-3rd(Gold-Bronze) prizes/Excellence/ Distinction directly relate to Sports/Music/Arts in Inter-school/District/Regional Competitions

#### excluding:

- Personal Achievement e.g. ABRSM Exams
- Merits/Participation
- Intra-school Competitions
- Semi-finalist

06.

Dean’s /Principal’s List

#### Pay attention:

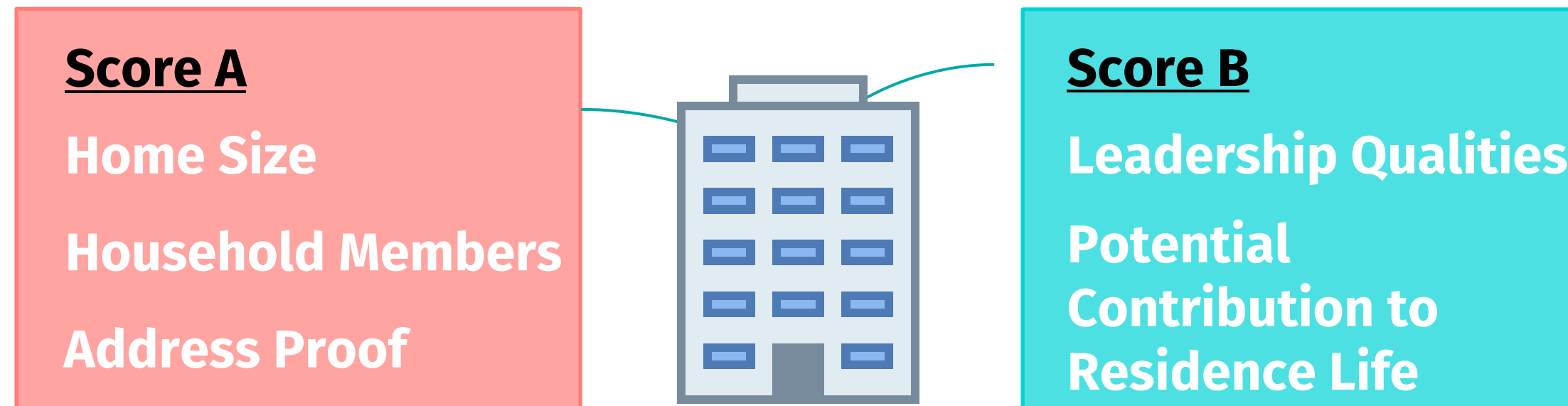
- \* Put in WRONG category, NO mark
- \*\* Declaration / Oath will NOT be accepted as proofs.



# 02 Application Procedure

## TO ALL APPLICANTS

All information provided by the applicants must be true, correct and complete. Before completing the application form, please read the **notes** carefully by clicking [here](#):



**\*For those students who cannot get the hall offer by Score A or Score B, they will be pooled for lottery.**

# 02 Application Procedure

Agree and Submit



Remember to click **“Agree and Submit”** after filling all information before application deadline.



# 02 Application Procedure

Please keep below application reference number for your reference. Your enquiry may not be able to process if you failed to provide the reference number!

310001



## After application submission

1. If you submit your application successfully, you will have the **application reference number** and receive an email of acknowledgement.
2. You can check your application data (including selected compound) through AIMS on the next working day.
3. If you cannot find your application data or reference number on AIMS AND do not receive any acknowledgement via email, please contact SRO immediately.
4. 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.
5. Please double-check the change of information on AIMS after you have amended the data.
6. No amendment is allowed after application deadline.

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# •03 Appeal, Vetting, Room Assignment

# •03 Appeal, Vetting, Room Assignment



## Appeal

- Appeal against one's application results can only be made to the Appeal Panel via AIMS to the Student Residence Office by a specific deadline, but will only be considered with new/additional supporting documents.
- The decisions of the Appeal Panel will be final.



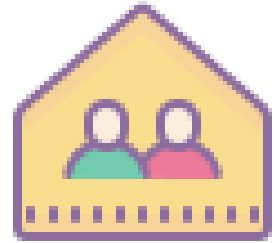
## Vetting

- 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.

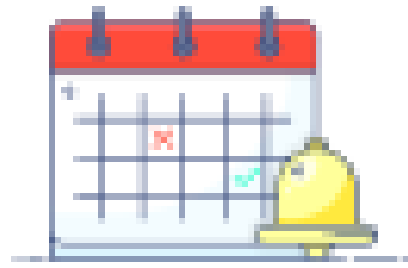
For more details, please visit [here](#).

# •03 Appeal, Vetting, Room Assignment



## Room Assignment

- Rule of thumb: All applicants will be assigned to double-room double-occupancy if no preference is indicated.
- Applicants' preferences 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.**



# Reminder

## Application Period

**14 – 19 August 2024 (23:59 HKT)**

**Late / 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.

# Contact us

## Kowloon Tong Compound



Tel

(852) 3442-1111



Email

srouga@cityu.edu.hk

## Ma On Shan Compound



Tel

(852) 3442-1200



Email

srouga.mos@cityu.edu.hk



### Student Residence Office

#### Opening Hours

Monday to Friday:	9:00am - 1:00pm; 2:00pm - 5:30pm
Saturday, Sunday and Public Holiday:	Closed