

# UG Hall Admission 2024/25

Non-local Students  
(Cohort 2023)

\*2<sup>nd</sup> year of study with higher priority granted of hall residence  
in Kowloon Tong Compound





# Contents

01. **General Application Information**
02. **Application Procedure**
03. **Appeal, Vetting, Room Assignment**
04. **Outbound Exchange Arrangement**



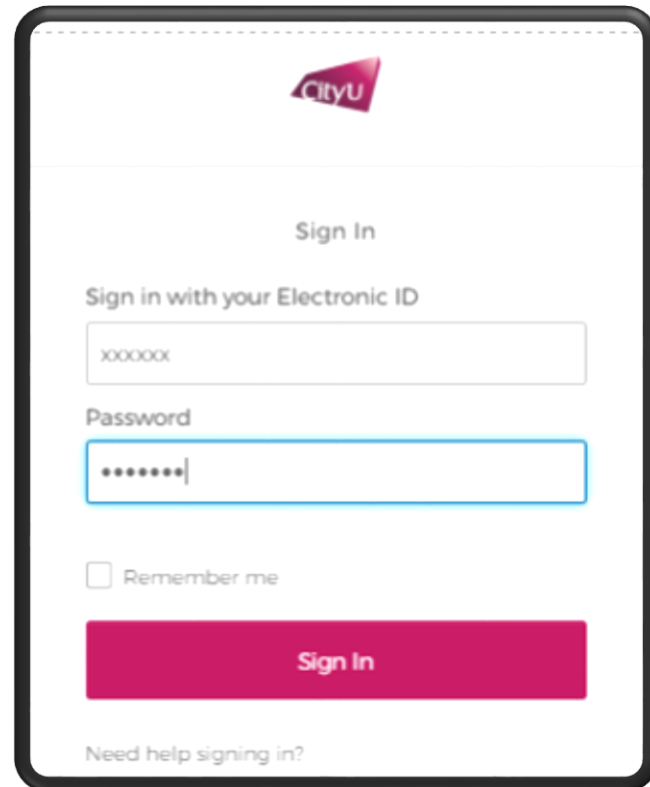
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# •01 General Application Information

# •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.

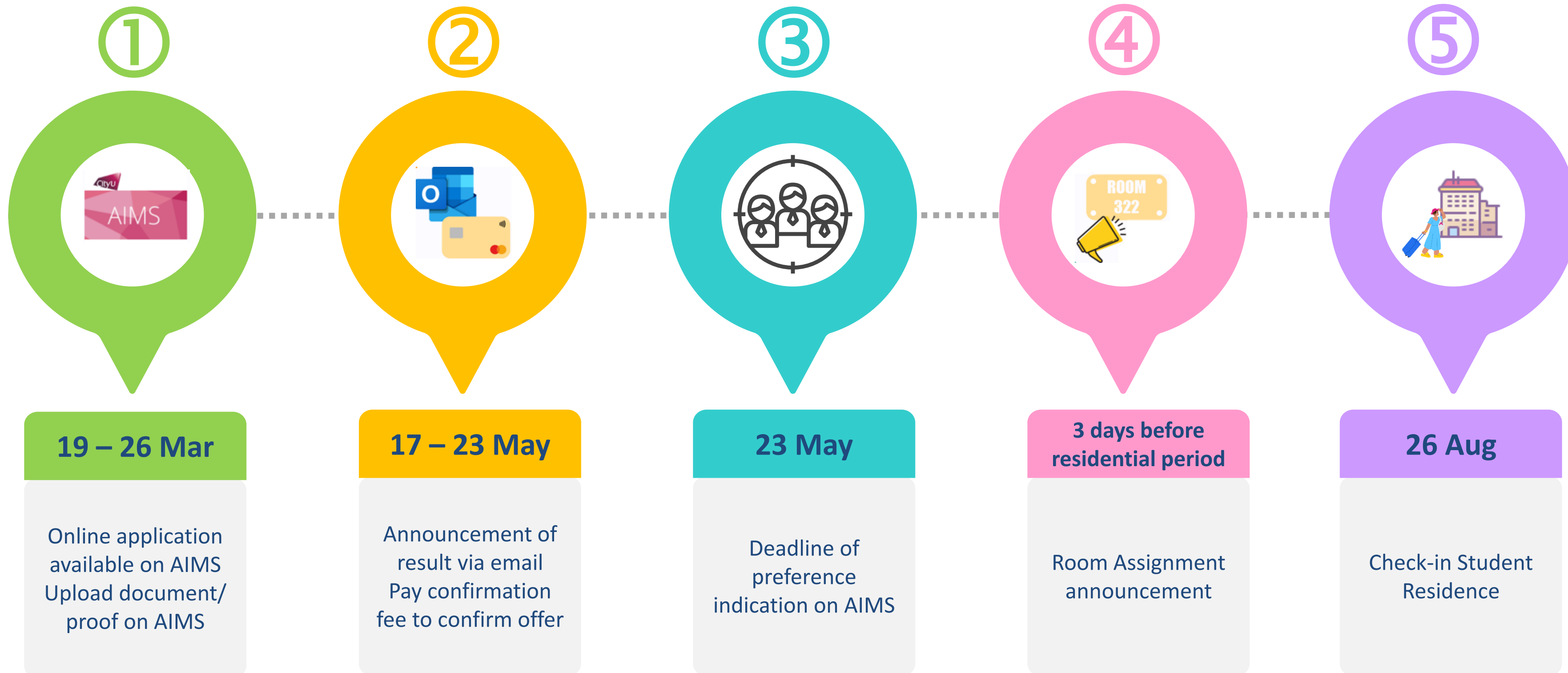
**Deadline**  
26 Mar 2024, 23:59 HKT

 \*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

Full-time government-funded  
Bachelor's degree students

## 02. Target

**Non-local students (Cohort 2023)**

*\* You can check your cohort in AIMS*

*Login AIMS -> Student Record -> My Status-> My Student Status*

*Example:*

*Programme: Bachelor of Social Sciences (BSSU4)*

*Cohort: 2023*

## 03. Allocation Criteria

Priority of the 2nd study year:

- Fill Score B (Leadership Qualities and Potential Contribution to Residence Life)



# •01 General Application



1. Priority will be given to the first two study years of Full-time Non-local students in government-funded Bachelor's Degree programme, with 2nd study year of hall residence being allocated **in Kowloon Tong Compound**.
2. All students are required to submit hall application by deadline, otherwise, **NO bedplace will be reserved even they have higher priority** in first two years of study.
3. Higher priority will ONLY be granted in first two years of study (i.e. Academic year 2023/24 and 2024/25), and **the priority given CANNOT be transferred to subsequent years of study** (i.e. 3rd year of study or thereafter).
4. For subsequent years of study (i.e. 3rd year of study or thereafter), it will depend on the achievement / contribution / performance made in previous residence life (if any) under respective returning scheme. Non-local students are expected to secure their own housing in the market and are advised to prepare funds to cover such accommodation.

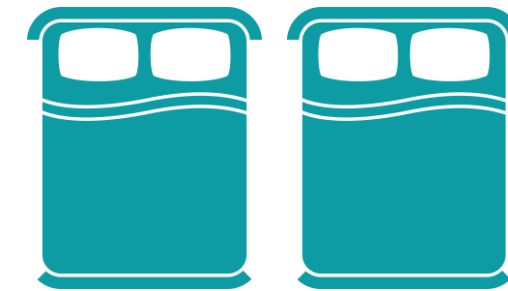


Plan carefully before taking leave of absence /  
outbound exchange etc.

# •01 General Application

## UG Hall Lodging Fee 2024/25 Kowloon Tong Compound

**Rate for Double Room (per person)**  
\$19,100 / year



**Rate for Single Room (per person)**  
\$38,200 / 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: 26 August 2024, 9am – 26 May 2025, 12noon**

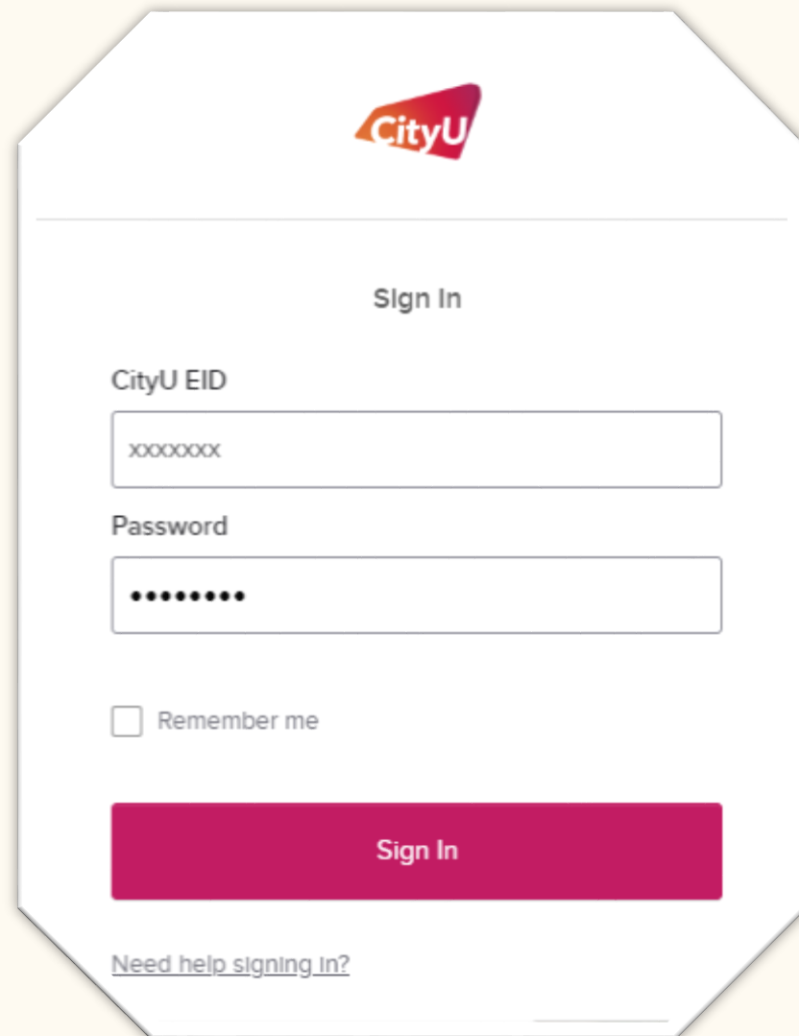


# •02 Application Procedure

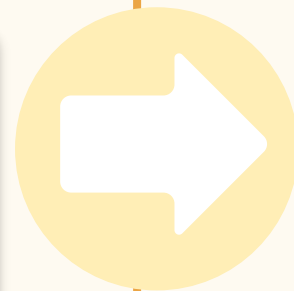
# • 02 Application Procedure

Connecting to **AIMS**

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

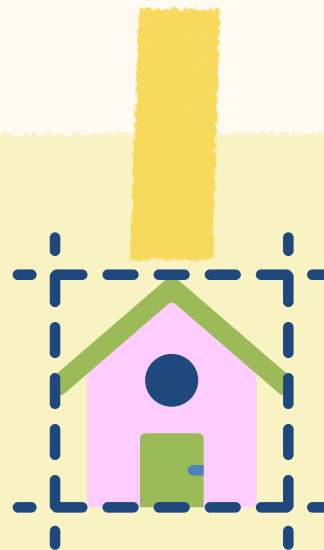


The screenshot shows the CityU Sign In page. At the top is the CityU logo. Below it is the text "Sign In". There are two input fields: "CityU EID" with the placeholder "xxxxxxx" and "Password" with placeholder dots. Below the password field is a checkbox labeled "Remember me". At the bottom is a red "Sign In" button and a link that says "Need help signing in?".



## Application Procedures after login AIMS

01.



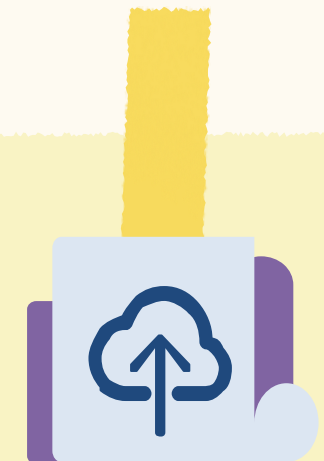
Fill in Score B information

02.



Continue to fill in other parts of hall application

03.



Submit the application and upload proofs before deadline

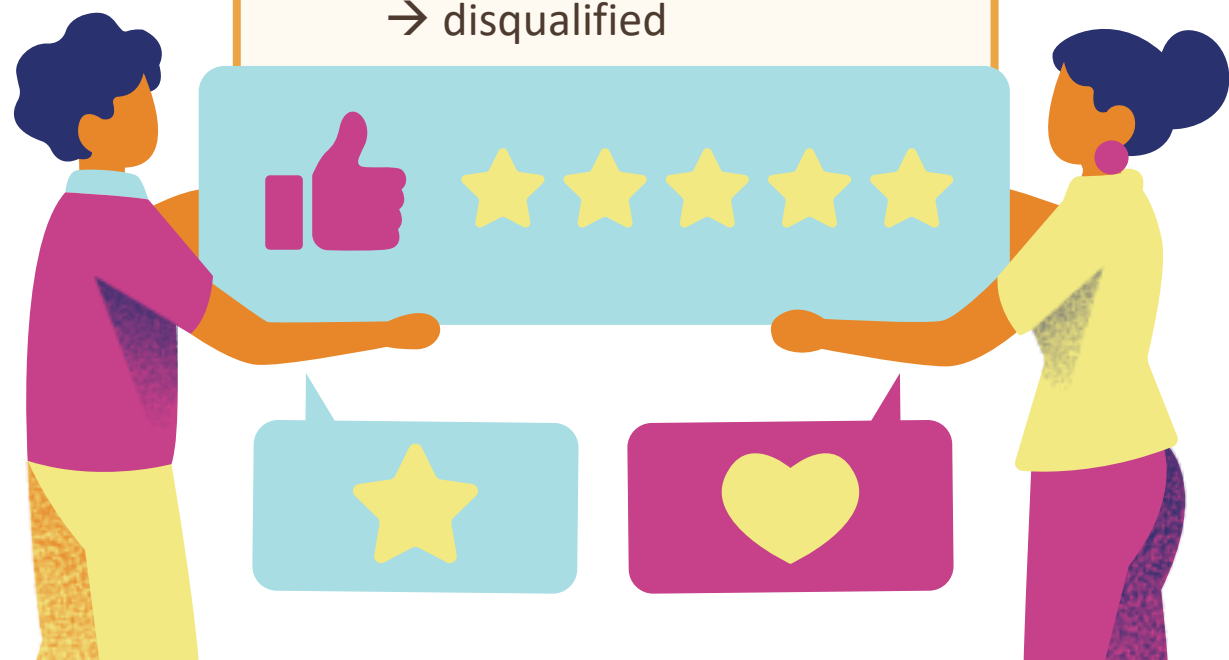
## Score B

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

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



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



01.

### Leadership Quality

To select the position with the highest score attained

04.

International/  
Non-local Exchange  
Experience/  
International  
Internship ≥ 4 weeks

06.

Dean's /  
Principal's List

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

#### Pay attention:

- \* **Put in WRONG category, NO mark**
- \*\* **Declaration / Oath will NOT be accepted as proofs.**
- \*\*\***Please note that only certification(s) / document(s) bearing your name and position/ title / organization name / name of award / level of award etc. (if applicable) within validity period will be considered. Photo of the award / medal is NOT accepted.**

# •02 Application Procedure

## TO ALL APPLICANTS

Before completing the application form, please read the **notes** carefully by clicking [here](#)

**Potential Contribution  
to Residence Life**



**Leadership Qualities**



All information provided by the applicants must be true, correct and complete. Submission of incorrect information is a misbehavior which may lead to disciplinary actions. You shall ensure all information is correct before submission, unintentional / careless mistake will not be accepted as the reason under vetting.

# •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 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

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## 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

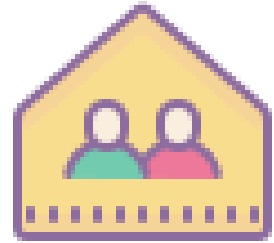
- Vetting will be conducted by SRO throughout the application processing and residential period.
- Hall Application is an **HONEST** system. Students are required to submit true, accurate and correct information in AIMS.

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

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



# •03 Appeal, Vetting, Room Assignment



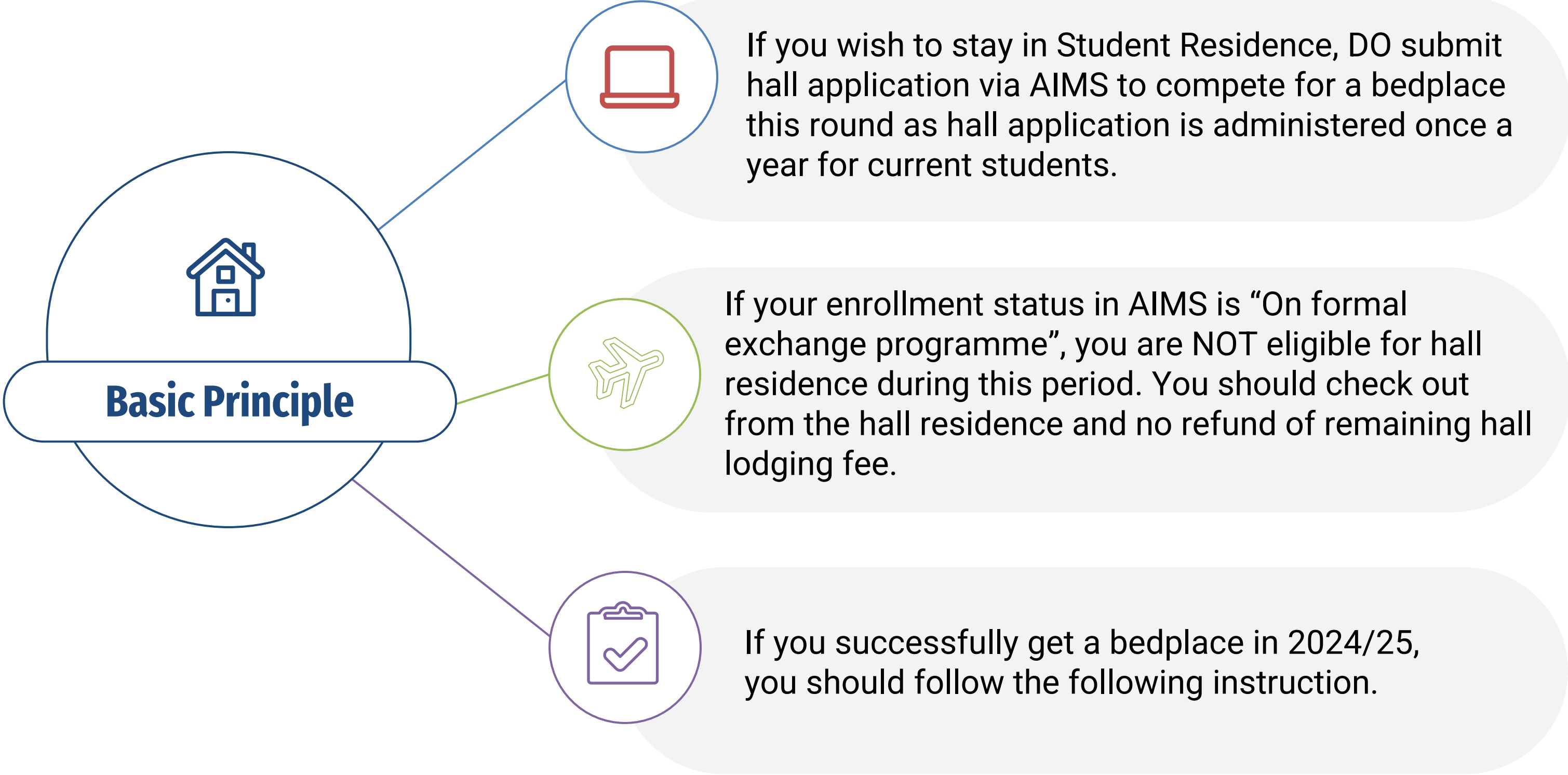
## Room Assignment

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

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# •04 Outbound Exchange Arrangement

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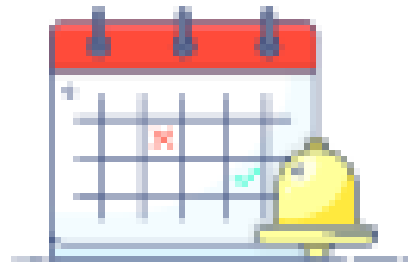
## For students who go for Outbound Exchange in Sem A

| If you get a bedplace in 2024/25, for                    |  |
|--|--|
| Confirmation Fee (non-refundable)                        | <ul style="list-style-type: none"><li>● Pay the confirmation fee before a specific deadline to secure a bedplace in 2024/25</li><li>● Use for offsetting hall lodging fee of Sem B</li><li>● Will not be refunded if giving up bedplace in Sem B</li></ul> |
| Room Assignment of Sem A                                 | <ul style="list-style-type: none"><li>● No room assignment</li></ul>   |
| Withdrawal of Sem A exchange programme due to any reason | <ul style="list-style-type: none"><li>● Notify SRO before <b>1st week of August</b> with proof;</li><li>● Will try to resume a Sem A bedplace subject to availability</li></ul>  |
| Return to CityU for Sem B bedplace                       | <ul style="list-style-type: none"><li>● SRO will contact you via email in <b>mid-October 2024</b> and you are required to follow the instruction in email to confirm your return</li></ul>   |
| Room Assignment of Sem B                                 | <ul style="list-style-type: none"><li>● Only those students reply successfully before a specific deadline will receive room assignment in <b>3 days before residential period of Sem B</b></li></ul>   |
| Sem B Check-in   | <ul style="list-style-type: none"><li>● Starting from 6 January 2025, 9am</li></ul>  |

# 04 Outbound Exchange Arrangement

## For students who go for Outbound Exchange in Sem B

| If you get a bedplace in 2024/25, for                    |  |
|--|--|
| Confirmation Fee (non-refundable)                        | <ul style="list-style-type: none"><li>● Pay the confirmation fee before a specific deadline to secure a bedplace in 2024/25</li><li>● Use for offsetting hall lodging fee of Sem A</li><li>● Will not be refunded if giving up bedplace</li></ul>  |
| Room Assignment of Sem A                                 | <ul style="list-style-type: none"><li>● Receive room assignment 3 days before residential period</li></ul>   |
| Sem A Mass Check-in                                      | <ul style="list-style-type: none"><li>● 26 - 28 August 2024</li></ul>  |
| Go for Sem B exchange                                    | <ul style="list-style-type: none"><li>● Submit Application for Withdrawal from Student Residence (Sem B) by <b><u>17 November 2024</u></b> even though the offer has not been granted by the institution;<br/><b><u>** Otherwise, you are liable for settling hall lodging fee of Sem B even you check out on or before 27 December 2024 noon.</u></b></li><li>● Check-out by 27 December 2024, 12noon (last day of Sem A)</li></ul> |
| Withdrawal of Sem B exchange programme due to any reason | <ul style="list-style-type: none"><li>● Notify SRO by <b><u>20 December 2024</u></b> (1 week before last day of Sem A)</li><li>● Your hall application will be re-considered by SRO, subject to the availability</li></ul>   |



# Reminder

## Application Period

**19 – 26 March 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



## Tel

(852) 3442-1111



## Email

srouga@cityu.edu.hk  
(UG Hall Application)



## Student Residence Office

### Opening Hours

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