

# Student Hostel of College of Professional and Continuing Education

## Information for Applicants

To facilitate students' holistic development and enrich their study life, College of Professional and Continuing Education (CPCE) will provide students of Hong Kong Community College (HKCC) and School of Professional Education and Executive Development (SPEED) with the opportunity for residence in a 5-storey well-equipped student hostel.

### A) Location

CPCE Student Hostel is located at 50 Tung On Street, Mong Kok, Kowloon which is a 15-minute walk from PolyU West Kowloon Campus and an 8-minute walk from MTR Yau Ma Tei Station.



### B) Facilities

No. of bed spaces	1/F: 6 bed spaces (6 single beds) 2/F – 5/F: 10 bed spaces per flat (2 single beds, 8 bed spaces in bunk beds)
Common area per floor	Pantry, 2 shower rooms, 2 toilets
Basic furniture	Study desks, wardrobes and drawers
Basic home appliances	Air-conditioner, television, refrigerator, electric stove, electric kettle, microwave oven, washer and dryer, electric water heater
Other facilities / services	Wi-fi, cleaning service, 24-hour security system

**Note: There is NO lift in the CPCE Student Hostel.**

## C) Contract Terms

### 1. Residential Period

The residential period commences on 1 September 2020 and ends on 15 June 2021 (9.5 months).

(**Note:** Successful applicants are required to commit for the whole residential period.)

### 2. Lodging Fee

- i) The monthly lodging fee is HK\$3,150 (single bed) or HK\$2,100 (bunk bed). An additional one-month lodging fee will be charged as caution money which is to be refunded upon check-out, subject to no outstanding claim on the lodging fee, room inventory or other charges.
- ii) A monthly electricity charge evenly shared by residents living on the same floor shall be paid by each resident directly to the Management Company. A deposit of HK\$1,000 shall also be paid to the Management Company in advance, which will be refunded upon check-out, subject to no outstanding claim on electricity charges.

### 3. Payment Terms

- i) Residents are required to pay the fees by two instalments according to the following schedule:

Payment Schedule	Instalment Fee (HK\$)		Note
	Single Bed \$3,150/month	Bunk Bed \$2,100/month	
1 <sup>st</sup> instalment: 24 July 2020 <i>(for current students)</i> August 2020 <i>(for freshmen of 2020/21)</i>	\$15,750 + \$3,150	\$10,500 + \$2,100	5-month lodging fee and caution money
2 <sup>nd</sup> instalment: January 2021	\$14,175	\$9,450	4.5-month lodging fee

- ii) A debit note for the first instalment will be issued to successful applicants. To secure a residential place, successful applicants should settle the payment by the payment deadline, or their offers will be replaced by other students on the waiting list without prior notice.
- iii) Deferred payment of lodging fee will NOT be considered without sound and valid justification.
- iv) Once the debit note is settled, request refund due to withdrawal of the application or early check-out before the end of the residential period will normally NOT be entertained.
- v) CPCE reserves the right to withhold the resident's graduation parchment and/or transcript of studies and resort to legal means to recover any outstanding charges incurred during his/her stay in the hostel.

### 4. Eligibility for Hostel Residence and Compliance to Hostel Regulations

- i) CPCE Student Hostel is for the exclusive use of registered full-time students of PolyU-HKCC and PolyU-SPEED award programmes. Nullification of student status will automatically lead to nullification of hostel residence eligibility. Students who have already checked in will be required to withdraw their residence and to check out in one-week' time.
- ii) Students who accept the offer of hostel residence are required to comply with all regulations, terms and conditions on hostel residence as set out by CPCE and the Management Company of the hostel. Successful applicants will be given the relevant details in due course.

- iii) CPCE reserves the right to stipulate and revise the hostel regulations, policy, fees, terms and conditions on hostel residence whenever it is deemed necessary.

## D) Application Details

### 1. Eligible Applicants

An eligible applicant must be a registered full-time student of a PolyU-HKCC or PolyU-SPEED award programme.

### 2. Application Method

- i) Interested students are required to submit an online application at:  
[https://survey.cpce-polyu.edu.hk/student\\_hostel/](https://survey.cpce-polyu.edu.hk/student_hostel/)
- ii) Priority will be given to the following students:
- Non-local students
  - Students with genuine needs
  - Students' participation in co-curricular activities, contribution to CPCE and its units and the community, the extent to which the students can benefit from hostel residence, etc., may also be considered if deemed necessary.
- iii) Applicants may be invited to an interview. They will be informed of the interview arrangement by e-mail or phone.
- iv) Applicants who are not offered the residential place at the initial stage may be placed on the waiting list. The students concerned will be informed once residential places become available.

## E) Tentative Schedule

	For current students	For freshmen of 2020/21
Application deadline #	<b>19 June 2020</b>	<b>27 July 2020</b>
Interview session (if applicable)	<b>24 June – 8 July 2020</b>	<b>27 July – 31 July 2020</b>
Result notification	<b>13 July 2020</b>	<i>In view of the global outbreak of COVID-19, the result notification will be prolonged. Please refer to the notification email in due course.</i>
Deadline for 1 <sup>st</sup> instalment	<b>24 July 2020</b>	
Hostel Tour	<b><del>10 August 2020 (Cancelled)</del></b>	
Orientation Briefing Session (for successful applicants and applicants on the waiting list)	<i>In view of the global outbreak of COVID-19, the briefing session and check-in procedures will be prolonged. Please refer to the notification email in due course.</i>	
Check-in to the hostel		

# Applications received after the deadline will be processed if there are still vacancies.

The above schedule is subject to change and successful applicants will be notified of such changes, if any.

**F) Enquiries**

**CPCE Student Affairs Office**

Tel.: (852) 3746 0880      Email: [sao@cpce-polyu.edu.hk](mailto:sao@cpce-polyu.edu.hk)

(**Note:** In case of any discrepancy between the English version and the Chinese version of the “Information for Applicants”, the English version shall prevail.)

# 專業及持續教育學院學生宿舍

## 申請人須知

為全面促進同學的全人發展及豐富他們的大專學習生活，香港理工大學專業及持續教育學院 (CPCE) 為香港專上學院 (HKCC) 及專業進修學院 (SPEED) 同學提供樓高五層，設施完善的學生宿舍。

### A) 地點

CPCE 學生宿舍位於九龍旺角東安街 50 號，距離香港理工大學西九龍校園約 15 分鐘步程，距離港鐵油麻地站約 8 分鐘步程。



### B) 設施

宿位數目	一樓：6 個 (6 張單人床) 二樓至五樓：每層樓 10 個 (2 張單人床, 8 個雙層床位)
每層公共空間	茶水間、2 個浴室、2 個洗手間
基本傢俱	工作桌、衣櫃、抽屜
基本電器	空調機、電視機、電冰箱、電磁爐、電熱水煲、微波爐、洗衣及乾衣機、電熱水爐
其他設施 / 服務	Wi-fi、清潔服務、24 小時保安系統

注意：CPCE 學生宿舍沒有設置升降機。

## C) 合約條款

### 1. 住宿期

宿舍住宿期由 2020 年 9 月 1 日至 2021 年 6 月 15 日 (9.5 個月)。

(注意：成功申請人須承租整個住宿期。)

### 2. 住宿費用

- i) 每月宿費為港幣\$3,150 (單人床) 或港幣\$2,100 (雙層床)。另外，亦會額外收取一個月宿費作為保證金，如沒有欠交宿費或其他費用，保證金將於宿生遷出時退還。
- ii) 宿舍的管理公司將直接向宿生收取每月電費，同樓層的宿生需平均分擔所屬樓層的電費。管理公司亦會額外收取港幣\$1,000 作為電費按金，如沒有欠交電費，按金將於宿生遷出時退還。

### 3. 付款條款

- i) 宿生須按下列限期分兩期繳付宿費：

繳費限期	金額 (港幣\$)		備註
	單人床 (每月\$3,150)	雙層床 (每月\$2,100)	
第一期： 2020 年 7 月 24 日 (現有學生)； 2020 年 8 月 (2020/21 學年入學之新生)	\$15,750 + \$3,150	\$10,500 + \$2,100	五個月宿費及保證金
第二期： 2021 年 1 月	\$14,175	\$9,450	四個半月宿費

- ii) 成功獲編宿位的申請人將會獲發第一期付款單。申請人須於限期前繳付費用；逾期未繳款者，其宿位將會編配給後補申請人，而學院事前無須作任何通知。
- iii) 如果沒有合理的理由，延期支付住宿費將不獲考慮。
- iv) 支付費用後，因取消住宿申請或在住宿期結束前提早退宿的退款申請一般不予受理。
- v) 如宿生欠交宿費或其他費用，CPCE 有權拒絕向該宿生發出畢業證書及/或學業成績證明，以及循法律途徑追討相關欠款。

### 4. 住宿資格及宿舍規則

- i) CPCE 學生宿舍是專為修讀 PolyU-HKCC 及 PolyU-SPEED 學銜全日制課程同學而設。失去相關資格的同學，亦將失去住宿資格，如已經入住宿舍，宿位將被取消，宿生需在一星期內遷出宿舍。
- ii) 入住宿舍的同學必須遵守 CPCE 和宿舍管理公司所設定的所有宿舍規則和條款。成功申請人將獲發相關資料。
- iii) CPCE 保留權利在有需要時修改宿舍規則、政策、費用及條款。

## D) 申請詳情

### 1. 合資格申請人

合資格申請人必須是修讀 PolyU-HKCC 或 PolyU-SPEED 學銜全日制課程的學生。

### 2. 申請及甄選程序

- i) 有興趣的同學須於網上提交申請：[https://survey.cpce-polyu.edu.hk/student\\_hostel/](https://survey.cpce-polyu.edu.hk/student_hostel/)
- ii) 以下同學將獲優先考慮：
  - 非本地學生
  - 有實際需要的學生
  - 如有需要，同學參與課外活動情況、對 CPCE 及其轄下單位以及社區的貢獻、同學的受惠程度等，亦會成為甄選時的考慮因素。
- iii) 申請者或會獲邀請參加面試。CPCE 學生事務處將透過電子郵件或電話通知面試的安排。
- iv) 未能於首階段獲編宿位的申請人或會撥入候補名單。如有空缺，相關申請人將獲個別通知。

## E) 暫定時間表

	現有學生	2020/21 學年入學之新生
截止申請日期 #	2020 年 6 月 19 日	2020 年 7 月 27 日
面試日期 (如適用)	2020 年 6 月 24 日至 7 月 8 日	2020 年 7 月 27 日至 7 月 31 日
結果通知日期	2020 年 7 月 13 日	申請結果通知將會順延。 請留意電子郵件通知。
繳付第一期宿費限期	2020 年 7 月 24 日	
參觀宿舍	<del>2020 年 8 月 10 日 (取消)</del>	
簡介會 (適用於成功申請人及候補申請人)	簡介會和辦理入宿手續將會順延。 請留意電子郵件通知。	
入宿日期		

# 在截止日期後收到的申請，將在尚有空缺時才處理。

上述日期或有更改。如有變更，成功申請人將接獲通知。

## F) 查詢

### CPCE 學生事務處

電話：(852) 3746 0880      電郵：sao@cpce-polyu.edu.hk

(注意：中英文版本「申請人須知」如有差異，將以英文版本為準。)