



香港中文大學伍宜孫書院
Wu Yee Sun College, The Chinese University of Hong Kong
2018 年暑期學生宿舍房間編配 (宿期 C 至 E)
Room Assignment for Summer Student Hostel 2018 (Period C – E)



A. 宿期 C 至 E 入宿安排 Check-in Arrangement for Period C-E

1. 獲分配宿位者請於以下日期及時間到書院辦公室 (伍宜孫書院東座地下 G03 室) 辦理入宿手續：

Summer residents should complete the check-in procedure at the College Office (Room G03, G/F, East Block) on the following date and time:

	宿期 C Period C	宿期 D Period D	宿期 E Period E
日期 Date	△ 2018 年 6 月 29 日 (星期五) 29 June 2018 (Friday)	2018 年 7 月 31 日 (星期二) 31 July 2018 (Tuesday)	2018 年 8 月 15 日 (星期三) 15 August 2018 (Wednesday)
時間 Time	下午三時至下午五時 2:00pm – 5:00pm	下午三時至下午五時 2:00pm – 5:00pm	下午三時至下午五時 2:00pm – 5:00pm

△宿期 B 之宿生如申請宿期 C 並獲批准，書院將安排於 2018 年 6 月 28 日辦理轉房手續，詳情已經電郵通知。

△Residents of summer residence Period B whose application for summer residence Period C is approved will be arranged to complete the check-out and check-in procedure on 28 June 2018. Details have been announced by email.

2. 宿生須親身於指定地點及時間辦理入宿手續。如未能於當天親身辦理入宿手續，須於該宿期之入宿日最少 7 日以前遞交網上表格 (<https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=5190785>) 向書院申請延遲入宿。成功遞交申請後將有電郵通知，請申請人保留該電郵；如有需要，申請人需向書院提供電郵列印以作證明。如未有提出任何申請而未於指定時間及日期辦理入宿手續，則當自動放棄宿位論。

Residents must complete the hostel registration procedure at the designated time and date in person. Residents who are unable to do so must apply to the College for late check-in via online system (<https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=5190785>) at least 7 days prior to the check-in date of the respective period. Upon successful submission of application, an email notification will be sent. Please keep the email. Applicants may be requested to present the email printout to the College as supporting document if necessary. Students who do not complete the hostel registration procedure at the designated time and date without prior approval will be considered withdrawn from the hostel.

3. 宿生辦理入宿手續時，請帶齊及填妥入宿登記表及健康申報表。

Residents are required to complete and submit the Residence Check-In Form and Health Declaration.

➢ 下載網址 Download link: <http://www.wys.cuhk.edu.hk/downloads.php>

宿生亦可在以上網址細閱其他入宿資訊。Please visit the above link for the other important information of hostel check-in.

B. 退宿安排 Check-out Arrangements

1. 暑假宿生必須於獲批准宿期最後一天中午 12 時前及於辦公時間內完成退宿手續，如因特別理由未能於辦公時間內辦理退宿手續，須於擬退宿日期最少五天前向書院提交網上申請 (<https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=5201410>)，書院將以電郵確認其申請。

Summer residents must complete the hostel check-out procedure **within office hours and before 12nn on the last day** of approved residence period. Residents who are unable to check out within office hours must submit an online application (<https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=5201410>) to the College Office at least 5 days prior to the proposed check-out date. A confirmation email will be sent by the College Office to acknowledge the receipt of application.

辦公時間 Office Hours:

星期一至四 Mon to Thu	08:45 - 13:00 // 14:00 - 17:30
星期五 Fri	08:45 - 13:00 // 14:00 - 17:45
星期六、日及公眾假期 Sat, Sun and Public Holidays	關閉 Closed

2. 未獲批准而未於指定退宿限期前完成退宿手續者，其暑假宿舍按金將被沒收。

Residents who do not complete the hostel check-out procedure by the designated time and date without prior approval will be regarded as late check-out and the Summer Hostel deposit will be forfeited.

C. 退宿程序 Check-out Procedure

1. 請同學於辦理退宿手續前於書院網頁下載及填妥「宿舍退宿申請表」。

Please download and complete the “Hostel Check-out Form” from the College website before check-out procedure.

➢ 下載網址 Download link: <http://www.wys.cuhk.edu.hk/downloads.php>

2. 必須清除所有垃圾及清理地上雜物、衣櫃內衣物、書桌抽屜內物件、書櫃書籍、床上用品、門外水松板上的紙張或海報、房門裝飾物品、洗衣房的衣服、信箱內的信件；房內傢俬必須放回原位。如有在房間使用鐵釘、圖釘、掛鉤或膠紙等，必須自行清理，於清理期間對宿舍牆壁、傢具等造成損壞，同學需負上責任。

Take away all trash and the personal belongings (including beddings, clothes, books etc.) in the room, remove any name plate or decoration on the door, take away your clothes at the laundry, clear the mailbox before leaving. All furniture in the room must be restored to the original setting. Also remove any nails, hooks or tapes which have been used in the hostel room, and students will be liable for any damage

to the walls or furniture caused by the removal.

3. 離開前，必須徹底打掃房間，並關上窗戶及鎖上房門。
Clean the room thoroughly and lock the window and door before leaving.
4. 請於退宿限期前的辦公時間內到書院院務室交回房間及信箱鑰匙以及填妥之宿舍退宿申請表。宿舍按金將以轉賬形式退還。
Return the room key, mailbox key together with the completed Hostel Check-out Form to the College Office within office hours by the last check-out date. Hostel deposit will be refunded in the form of bank transfer.
5. 退宿時，書院職員會檢查房間，過程大概需時 15 至 30 分鐘；如宿生未遵守 1 至 4 項，或房間有任何損壞，將按情況在按金中扣除。
Hostel rooms will be checked during hostel check-out which will take about 15-30 minutes. **For any violation of (1) – (4) above or any damages to the room, hostel deposit will be deducted according to the situation.**

D. 暫存行李 Temporary Luggage Storage

1. 非本地生可於書院暫存行李最多兩件；已獲派下年度全年或上學期宿位之本學期本地宿生可於書院暫存行李最多一件。每件暫存行李體積不得超過 1 呎 x 3 呎 x 3 呎。
Non-local residents are allowed to temporarily store up to two pieces of luggage. Local residents of this term who have been allocated hostel place for Term 1 or full year in the next academic year are allowed to temporarily store up to one piece of luggage. The size of the luggage should not be bigger than 1 x 3 x 3 feet.
2. 同學請於退宿後立即辦理暫存行李手續，每位同學每年（九月至翌年八月為一年）只准暫存行李一次。
Temporary luggage storage will only be handled immediately after hostel check-out. Each student can only temporarily store luggage once per year (a year is defined as September to August of next year).

行李只可於 2018 至 19 年度之入宿日（暫定日期為非本地生：9 月 1 日；本地生：9 月 2 日）及 9 月 3 日至 7 日辦公時間內領回；如欲中途領取行李或行李內物品，需向舍監提出申請，並繳付費用港幣 500 元。逾期未領之行李，將作廢物棄掉。行李或行李內物品如有遺失或損壞，書院概不負責。

The stored luggage can only be collected on Hostel Check-in Day (tentatively 1 September 2018 for non-local students and 2 September 2018 for local students) and within office hours between 3 and 7 September 2018. Students who would like to collect their luggage or items in the luggage in the interim must submit an application to the Warden and pay a fee of HK\$500. Luggage which is unclaimed by 7 September 2018 will be disposed of. The College is not liable for any loss or damage of the luggage or items in the luggage.

二零一八年六月二十一日

21 June 2018

房間編配名單 (按學生編號排列) List of Hostel Allotment (Sort by CUID)

學生編號 CUID	宿期 Period	宿期 C, D 及 E 房號 Room No. for Period C, D and E
1155032025	C+D	W808
1155043374	C+D+E	E612
1155043423	C	W806
1155061872	C+D	W808
1155061899	C	W804
1155061952	C	E717
1155062036	C+D+E	E814
1155062084	C	E716
1155062117	C+D	W813
1155062151	C	E716
1155062175	C+D+E	E612
1155062282	C	W806
1155062612	C	W803
1155063097	C+D	E614
1155063406	C+D+E	E623
1155063810	C+D+E	E610
1155064246	C	E718
1155064317	C	E718
1155064689	C+D	E803
1155072413	C+D	W809
1155075770	C+D	E806
1155075855	C	E717
1155076713	C+D+E	E811
1155076807	C+D	W814
1155076808	C+D	E808
1155076813	C+D+E	E613
1155076823	C+D+E	E813
1155076833	C+D+E	E613
1155076865	C+D+E	E808
1155077032	C	E719
1155077041	C+D	E611
1155077050	C+D+E	E812
1155077053	C+D	E611
1155077097	C+D	E807
1155077104	C+D+E	E813
1155077283	C+D	E805
1155077437	C+D+E	E619
1155077443	C+D	W807
1155077712	C+D+E	E810
1155077843	C+D	W807
1155078011	C+D	E721
1155078589	C+D+E	E818
1155078702	C+D	E721
1155078806	C+D+E	E823
1155079077	D+E	E618
1155079165	C	W802
1155079282	C+D	W810
1155083161	C+D	W812

學生編號 CUID	宿期 Period	宿期 C, D 及 E 房號 Room No. for Period C, D and E
1155083658	C+D+E	E811
1155085508	C+D	E807
1155085511	C+D+E	E812
1155085559	C+D	W809
1155085563	E	E614
1155085837	C	W813
1155086288	C+D	E720
1155086384	C+D+E	E814
1155088449	D+E	E618
1155089936	C+D	E805
1155089957	C+D	W811
1155091900	C+D+E	E615
1155091929	C	E719
1155091934	C	E803
1155092024	C+D	E806
1155092049	C+D	W812
1155092088	C+D+E	E610
1155092268	C+D	E614
1155092760	D+E	E620
1155093310	D+E	E818
1155093515	D+E	E620
1155093824	C+D+E	E821
1155094645	C+D+E	E810
1155094811	C+D+E	E821
1155094838	C+D+E	E621
1155094988	C+D+E	E621
1155096536	C+D	E720
1155096555	D+E	E809
1155096576	C+D+E	E623
1155100457	C	W805
1155102499	C	W803
1155102619	C	E819
1155105595	C+D+E	E823
1155106605	C+D+E	E615
1155107639	C	W805
1155107667	C+D	W814
1155107682	C / E	E818 / E809
1155107684	D+E	E820
1155107707	D+E	E820
1155107945	C	W804
1155108232	C+D	W811
1155109477	D+E	E819
1155109480	C+D+E	E819
1155109869	C+D	W810
1155110291	D	E809
1155110453	C+D+E	E619
1155110922	C	W802