香港樹仁大學

Hong Kong Shue Yan University

2026/27 學年下學期本科生住宿申請須知

Notes to Applicants - Undergraduate Residence Application 2026/27 Semester Two

(在讀生適用 For current students)

A. 香港樹仁大學學生宿舍 Residence Halls at Hong Kong Shue Yan University

香港樹仁大學學生宿舍將於 2026/27 學年提供約 1270 個本科生宿位，714 個位於研究院綜合大樓，556 個位於宿舍文康大樓。

The on-campus residential halls of Hong Kong Shue Yan University (HKSYU) provide about 1270 residential places, 714 places are located in the Research Complex and 556 places are located in the Residential and Amenities Complex.

B. 申請宿位 Application for Student Housing

1. **不論家與大學之距離，歡迎所有全日制本科生申請入住宿舍。**

   All full-time undergraduate students are entitled to apply for student housing, irrespective of how far they live from the university.

2. **大學鼓勵每位學生就讀樹仁的 4 年期間最少有一個學期住在宿舍(四年一學期住宿只接受上學期申請)。**

   Every student is encouraged to live on campus for at least one semester during their 4-year study in HKSYU (Accommodation for at least one semester during their 4-year study in HKSYU is only open for first-semester applications.)

3. **當評估申請時，宿舍管理部會考慮一籃子因素，其中包括：**

   When evaluating applications, the Hall Management Unit (HMU) will consider a host of factors including the followings:

   - **由家往返大學所需時間 travelling time between home and the main campus;**
   - **居住安排與家庭收入 living arrangement and household income;**
   - **學術表現 academic performance;**
   - **對宿舍、大學或社區所作出的貢獻 contributions to the hall, the University or the community;**
   - **過往的入宿經驗 previous on-campus residential experience; and**
   - **個人自述 personal statement.**

C. 住宿期 Residential Periods

住宿期（日/月/年） Residential Periods (DD/MM/YYYY)		最後退宿日（日/月/年） Last Check-out Date (DD/MM/YYYY)
下學期 Semester Two	06/01/2027 – 13/05/2027	14/05/2027

學生應在宿期前後自行安排住處，提早入宿或延遲退宿的請求概不受理。

Students should arrange their own accommodation before and after the stipulated residential period. No requests for early check-in or late check-out will be accommodated.

D. 本科生的住宿資格 Eligibility for Undergraduate Residence

1. 本科生宿舍只限本校全日制本科生申請（D2 項所列出學生除外）。

All full-time registered undergraduate students of the University (except students in the categories listed in Section D2) are eligible to apply for on-campus accommodation.

2. 本科生宿舍不適用於以下學生:

Students in the following categories are not eligible for the undergraduate residence:

- **休學 Suspension of Study**
- **停學 Termination of Study**
- **海外交流或出國留學 Exchange-Out or Study Abroad**
- **延長修業期 Extension of Length of Study**
  （因海外交流或出國留學而延長修業期者除外 Except returned exchange or study abroad students）
- **退學 Withdrawal from Study**
- **已畢業 Completion of Study**

3. 學生如屬上述任何一界別或非本校全日制學生，宿舍管理部將取消或調整有關之住宿取錄。住宿資格一旦被取消，宿生需於指定日期前清理房間及辦理退宿手續。

Once a student's registration status falls into the above mentioned categories or a student is no longer a full-time registered undergraduate student of the University, his/her on-campus accommodation offer will be cancelled or adjusted accordingly. Hall residence will be terminated for residents under such circumstances and will be required to vacate the residence room and complete proper check-out procedures by a specific date.

4. 無論申請人是否接受住宿取錄，若違反校規或宿舍守則，宿舍管理部或舍監將有權按申請人違規的嚴重性考慮撤銷申請人的住宿取錄。

An offer of residence, irrespective of whether it is accepted by an applicant for the residence halls, may be revoked thereafter by either HMU or the Warden concerned upon an event of default. An event of default occurs when the applicant concerned violates any regulations governing the student residence or hall rules subsequently and, in the view of either HMU or the Warden, the violation in question is serious enough to justify such revocation.

E. 提交申請 Submission of Application

1. 於遞交住宿申請前，申請人應先閱讀、明白及同意遵守此住宿申請須知、本科生宿生手冊及宿生守則。

Students interested in living in the undergraduate student halls shall read, understand and agree to comply with this Notes to Applicants, Residents' Handbook as well as the Rules and Regulations for Residents before submitting their application.

2. 請於截止日期前填妥並遞交網上申請表格，逾期者概不受理。

Please fill in and submit the online application form before the deadline. Later application will not be accepted.

3. 十八歲以下申請人需於遞交住宿申請時上傳家長／監護人同意書為附件。

For applicants aged below 18, a properly signed and completed copy of parent's/ legal guardian's approval has to be submitted along with the online application.

F. 住宿費用及入宿手續 Hall Fees Payment and Check-in Procedures

1. 獲住宿取錄的申請人需於指定期限前繳交宿費；於期限後繳交宿費概不受理。沒有按時繳交宿費之申請人將作自動放棄宿位論，而不作另行通知。香港樹仁大學保留向申請人提出因此所涉及的行政費用。

Prospective residents are required to settle the accommodation fees by the specified deadline. Late payment will not be accepted. An applicant who fails to settle the hall fees within the stipulated period will be deemed as giving up the accommodation place. The University reserves the right to request the applicant concerned to pay for the administration fees incurred.

2. 在確定申請人已繳交宿費後，宿舍管理部會於入宿前經學校電郵通知宿生所分配到的宿舍房間號碼、入宿日期及入宿手續等詳情。

Upon HMU's confirmation on the receipt of hall fees payment, an email listing the allocated residence room number, check-in date, check-in procedures and other details will be sent to every prospective resident through the resident's University email account before check-in.

3. 已繳交宿費的宿生如未能於宿舍管理部所允許的時段內入宿，宿生須為此情況自行安排住處。未曾辦理入宿手續的宿生將不獲允許進入宿舍，宿生必須留意由宿舍管理部發出的入宿指引，以了解入宿程序及相關時間。

Residents, who cannot check-in at the designated period permitted by HMU, should arrange their own accommodation under such situation. Residents without completing the check-in procedure will not be allowed to enter the Halls. Thus residents should pay attention to the check-in notification sent by HMU for the check-in procedures and period.

G. 房間類型 Room Types

本科生宿舍以共享房間（雙人、三人、四人）為主，當中以雙人房及四人房佔大多數。住宿期及宿費以學期計算。共享房間的月費為每人由港幣$1,300 至港幣$2,550 不等; 不足整月之住宿期的收費為每人每日港幣$43 至港幣$85 不等。此外，宿舍文康大樓提供少量單人房（月費為每人港幣$3,800 或 $4,350）。

Undergraduate residence mainly consists of shared rooms (2-person, 3-person, 4-person), with 2-person room and 4-person room being the majority. Residential period and hall fees are calculated by semester. Shared rooms' converted monthly rate from HKD$1,300 to HKD$2,550. The period of residency less than a month will be charged in a daily rate ranged from HKD$43 to HKD$85. Limited number of single rooms for undergraduate residence are available at a monthly rate of HKD$3,800 or $4,350 in Residential and Amenities Complex.

宿舍文康大樓 Residential and Amenities Complex		
房間類型 Room Type	**床位類型 (連床褥) Type of Bed (mattress included)**	可供申請 Available for Application
單人房 (配備洗手間連浴室) En Suite Single Room	床架連抽屜 Bed frame with drawers	不接受申請 Unavailable
單人房 Single Room	床架連抽屜 Bed frame with drawers	可接受申請 Available
雙人房 (配備洗手間連浴室) En Suite Twin Room	高架床連書枱組合 Loft Bed Combo	不接受申請 Unavailable
雙人房 Twin Room	床架連抽屜 Bed frame with drawers	可接受申請 Available
特別雙人房 Special Twin Room	雙層床 Bunk Bed	可接受申請 Available
研究院綜合大樓 Research Complex		
房間類型 Room Type	**床位類型 (連床褥) Type of Bed (mattress included)**	可供申請 Available for Application
雙人房 Twin Room	高架床連書枱組合 Loft Bed Combo	可接受申請 Available

三人房 **Triple Room**	高架床連書枱組合 Loft Bed Combo	可接受申請 Available
四人房 **Quadruple Room**	高架床連書枱組合 Loft Bed Combo	可接受申請 Available
五人房 **Budget Room**	高架床連書枱組合 Loft Bed Combo	可接受申請 Available

H. 房間及宿舍設施 Rooms and Facilities in Residence Halls

1. 房間設施 Room Facilities

a) 宿舍文康大樓六至十九樓、研究院綜合大樓八至十四樓

6/F to 19/F of Residential and Amenities Complex, 8/F to 14/F of Research Complex

每個房間均設有睡床（只提供床褥）、書桌、椅子、衣櫃、冷氣機及電腦網絡插座。每個樓層的共享設備包括雪櫃、洗手間、共用浴室、茶水間，休息室亦配備桌椅和梳化。

Each room is equipped with bed(s) (only mattress is provided), desk(s), chair(s), wardrobe(s), air-conditioning and free internet access. Communal facilities include refrigerators, toilets, showers and pantries. Tables, chairs and sofas are equipped in common areas/common room.

b) 宿舍文康大樓廿一至廿二樓 21/F and 22/F of Residential and Amenities Complex

每個房間均設有睡床（只提供床褥）、書桌、椅子、衣櫃、洗手間連浴室、冷氣機及電腦網絡插座。各樓層的共享設備包括雪櫃及微波爐，公共空間亦配備桌椅。供該兩層宿生使用的茶水間設於廿一樓。電費以房間作結算單位，每期電費均需一次過繳付全額；室友之間於住宿期間的電費須自行攤分。

Each room is equipped with loft-bed(s) (only mattress is provided), desk(s), chair(s), wardrobe(s), toilet, shower stall, air-conditioning and free internet access. Communal facilities including refrigerator, microwave oven, tables and chairs are provided in the common areas. A shared pantry is located on 21/F. The utility of electricity is charged by room and electricity bill has to be paid in full; roommates should apportion the payment solely by themselves.

c) 為鼓勵及營造綠色校園生活，本部於 2023/24 年將最後一批座枱檯燈隨機配置予研究院綜合大樓宿生使用，如有損壞、不設更換。宿生可按個人需要及宿舍環境自行購買合適及備有省電功能之照明裝置 (如 LED 燈)，裝置不可打孔或附有黏貼貼紙。

To build up an eco-friendly campus, the available table lamp in the hall buildings will be randomly assigned to residents in Research Complex. The table lamp is a non-exchange item. Residents are highly advised to purchase energy-efficient lighting items (e.g. LED light) in the hall area.

d) 宿生入住時須自行攜帶床上用品，包括枕頭、枕套、床單、被單、被等。

Residents should bring their own bedding, including pillows, pillowcases, bed sheets, blankets, toilet paper, and other sanitary products etc;

2. 兩座宿舍大樓均設有以學生證內增值額啟動的洗衣機及乾衣機 (宿舍文康大樓：地庫一樓；研究院綜合大樓: 地下大堂)。

The student ID card-operated washing machines and dryers have been installed in the LG1 (Residential and Amenities Complex) and G/F (Research Complex).

3. 宿生可於房間內以網路通信線把個人電腦或路由器連接到網絡*。房間內的冷氣（宿舍文康大樓廿一至廿二樓除外）、共享的洗衣機及乾衣機均以學生證內的增值額啟動。宿生可於辦公時間內到宿舍管理部辦公室為其學生證充值。

Students can connect their personal computers or routers to the internet in their residence rooms with a LAN cable*. Air-conditioners

(excluding 21/F and 22/F of Residential and Amenities Complex), washing machines and dryers are operated by HKSYU student ID cards. Residents can top up their student ID cards at the HMU Office during office hours.

4. 高耗電量/大型電器屬宿舍內受管制物品。宿生如需於房間內使用高耗電量/大型電器 (例如: 雪櫃、抽濕機)，須於五個工作天前預先向宿舍管理部申請及登記。電器需合乎香港機電工程署規格，宿舍管理部將根據個別情況收取額外電費。

Residents who would like to bring high power consumed / large-sized electrical appliances (e.g. refrigerator, dehumidifier) to their rooms must submit application to HMU at least five working days in advance. All electrical appliances used in the halls of residence must comply with the certificates of safety compliance offered by the Electrical and Mechanical Services Department (EMSD). HMU would charge extra electricity fee based on the electricity usage.

5. 想了解更多詳細設備及其他配套設施，請參閱本科生宿生手冊。

For more information on the hall facilities and services, please refer to the Residents' Handbook.

*** - 宿生需自備網路通信線、電腦、路由器等設備。Residents should prepare their own routers, computers, LAN cable and etc.**

I. 住宿費用 Hall Fees

大學每年會為宿費作出檢討，並按檢討結果或作調整。2026/27 需繳交之宿費如下：

The accommodation fee is subject to be reviewed and adjust every year according to the review report. The hall fees for 2026/27 are listed below:

			各項收費（港幣）Fees (HKD)[7]				
宿舍大樓 Hall of Residence	房間類型[7,8] Room Type[7,8]	住宿期[4] Residential Period[4]	房費[1] Room Rate[1] 每月 / 每日 Monthly / Daily	房費[1] Room Rate[1] (a) 住宿期內宿費 Total Hall Fees	(b) 按金[2] Deposit[2]	(c) 學生證預先充值額[3] Initial Top-up Amount for Student ID Card[3]	應繳費用 Total Payable Amount (a+b+c)
宿舍文康大樓 Residential and Amenities Complex	單人房 (配備洗手間連浴室)[5,6] En Suite Single Room[5,6]	下學期 Semester Two	$4,350 / $145	$18,705	$500	N/A[5]	$19,205
	單人房 Single Room		$3,800 / $126	$16,314	$500	$300	$17,114
	雙人房 (配備洗手間連浴室)[5,6] En Suite Twin Room[5,6]		$2,550 / $85	$10,965	$500	N/A[5]	$11,465
	雙人房 Twin Room		$2,200 / $73	$9,447	$500	$300	$10,247
	特別雙人房 Special Twin Room		$1,400 / $46	$5,994	$500	$300	$6,794

宿舍大樓 Hall of Residence	房間類型 [7,8] Room Type[7,8]	住宿期 [4] Residential Period[4]	各項收費（港幣）Fees (HKD) [7]				
			房費 [1] Room Rate[1]		(b) 按金 [2] Deposit[2]	(c) 學生證預先充值額 [3] Initial Top-up Amount for Student ID Card[3]	應繳費用 Total Payable Amount (a+b+c)
			每月 / 每日 Monthly / Daily	(a) 住宿期內宿費 Total Hall Fees			
研究院綜合大樓 Research Complex	雙人房 Twin Room	下學期 Semester Two	$2,200 / $73	$9,447	$500	$300	$10,247
	三人房 Triple Room		$1,850 / $61	$7,929	$500	$300	$8,729
	四人房 Quadruple Room		$1,550 / $51	$6,639	$500	$300	$7,439
	五人房 Budget Room		$1,300 / $43	$5,577	$500	$300	$6,377

註釋 Notes:

1. 不包括啟動冷氣、洗衣及乾衣費用。Excluding air-conditioning and laundry charges.
2. 所有入宿學生均需繳付按金，在扣除任何未償還收費和罰款後，將於宿生完成退宿手續時退還。 The deposit will be refunded to the resident after deduction of any amount of outstanding charges, fines and fees upon completion of proper check-out procedures.
3. 宿生可於辦理退宿手續時取回學生證內餘額。 Balance in the student ID card will be refunded to the resident upon completion of proper check-out procedures.
4. 一般情況下，學生必需履行宿舍協議書下的住宿安排（例如：住宿期）。In normal circumstances, student is required to perform the residential arrangement under the Undergraduate Residence Agreement in accordance with the spirit of the agreement.
5. 宿生會按獨立錶記錄次用電量按時繳費。Electricity will be billed by meter reading, electricity bill will be sent to the resident.
6. 宿舍文康大樓廿一及廿二樓：宿生需自行清潔洗手間及浴室和令洗手間及浴室保持衛生。倘若洗手間及浴室的保養和衛生情況欠佳，宿舍管理部會安排職員到房間進行清潔工作。所需開支由宿生支付，宿生必需配合。
R&A 21/F and 22/F: residents are responsible for cleaning the toilet and shower stall. When necessary, HMU will arrange staff to enter the room and clean up the toilet and shower stall. Residents shall not obstruct the cleaning staff or HMU staff members in the execution of their duty. Moreover, the cost incurred will be on the residents.
7. 如宿生於房內使用以下電器包括雪櫃、電動出水電熱水瓶及暖風機，事前需向本部申請。如獲批准，宿生需繳付額外電費（宿舍文康大樓廿一及廿二樓除外），定額為港幣HK$230（下學期），。
A surcharge of HK$230 (for Semester Two) will be imposed separately on the use of refrigerator, electric pump thermos pot or dehumidifier in resident's room, if permission is granted (except for the rooms at 21/F and 22/F of the Residential and Amenities Complex).
8. 宿費必須以全費繳付；一經繳交，將不設退款安排。Hall fees must be paid in full and are non-refundable.

J. 優先住宿 Priority Housing

1. 首兩年就讀的非本地生 Non-local students in their first two years of study

非本地生乃持有學生簽證或進入許可並就讀於本校的學生，可於就讀首兩年獲得在校住宿安排。唯學生仍需於截止申請日期前遞交宿舍申請。否則會當作放棄宿位論。大學會每年檢視並更新相關「優先住宿」政策，請學生每年申請宿舍前仔細閱讀本科生住宿申請須知。

A student admitted to HKSYU holding a valid student visa/ entry permit is regarded as a non-local student; non-local students are provided with on-campus accommodation for their first two years of study at HKSYU. A non-local student who fails to submit online residence hall application before the application deadline will be considered as forfeiting her/ his hall place. The priority housing policy will be reviewed and updated each year. Before applying for a hall each year, students should carefully read the Notes to Applicants - Undergraduate Residence Application.

2. 非以香港為居住地的本地生 Local students with no home base in Hong Kong

非以香港為居住地的本地生需提供具法律效力的證明文件。

Legitimate documentary evidence is required for local students who claim to have no home base in Hong Kong.

3. 來港交流生 Incoming exchange students

4. 由行政副校長宿舍管理部簽署及批核之酌情宿位

Discretionary hall places approved by Vice President (University Administration) and HMU.

K. 評分機制 Scoring System

項目 Items	比重 Weightings
居所與大學間之交通時間，以運輸署「香港乘車易」計算 **One-way travelling time between home and HKSYU determined by the Hong Kong eTransport of the Transport Department**	**20%**
居所的生活條件 **Living condition at home**	**10%**
學生於申請宿舍時正受助於在職家庭及學生資助事務處旗下學生資助處的入息審查學生資助，或其家庭正受助於綜合社會保障援助計劃 **Students who are in receipt of means-tested student financial assistance from Student Financial Office (SFO) of the Working Family and Student Financial Assistance Agency (WFSFAA) OR whose families are in receipt of the Comprehensive Social Security Assistance (CSSA) at the time of application for residential hall place.**	**5%**
校內服務與貢獻 **Contributions to the University and the community** 於上年度曾參與擔任活動助理、義工服務、校隊成員、系會/學會委員 **Participated as an event assistant, volunteer service, school team member, and committee member of the department society/student society in the previous year.**	**15%**
參與校內活動 **Participation in University / Hall activities** 於上年度曾參與大學 / 宿舍管理部舉辦之活動、工作坊及短期培訓課程 **Participated in events, workshops, and short-term training courses organized by the University / Hall Management Unit in the previous year.**	**10%**
學業表現 **Academic Performance**	**10%**
個人陳述 **Personal Statement**	**10%**
過往沒有於本校入住宿舍的經驗 **No previous residential experience at the University**	**20%**

L. 資料驗證 Verification of Information Submitted

1. 若宿舍管理部需要申請人呈交證明文件，宿舍管理部將以電郵個別通知。未能按時提交證明文件者將被取消其住宿取錄而不作另行通知。

Applicants who are required to submit documentary proof(s) will be informed individually through email. Failure to submit required proof before the deadline will result in cancellation of hall offer without prior notification.

2. 若申請人有任何虛報或隱瞞情況，宿舍管理部將保留撤銷申請人住宿申請及住宿取錄之權利。

Applicants are reminded that provision of false/ inaccurate information may lead to disqualification and cancellation of the hall applications and associated offers.

3. 若申請人為非本地本科生（根據註冊處的記錄），則無需提交住址證明。

Applicants who are verified as non-local undergraduate students (according to the record at the Registry) are not required to submit an address proof.

4. 本地申請人需呈交最近三個月內發出的住址證明，住址證明的例子如下:

Local applicants may be requested to submit address proof issued within last three months to substantiate the home address of the applicant and her/ his parents. Some examples of the documents required are:

- **差餉單據 Rate Receipts**
- **銀行/保險月結單 bank statements / insurance statements**
- **公共房屋/租用住處的租約 Tenancy Agreement of Public Housing/Rented Apartment**
- **水電煤氣帳單 Utility Bills**

M. 申請人應注意的重要事項 Important Notes for Applicants

1. 申請人需在申請期間於網上提交住宿申請。於完成及提交網上住宿申請前，申請人已閱讀、明白及同意遵守此住宿申請須知、本科生宿生手冊及宿生守則。

Applicants are required to submit their online residence hall application during the application period. By completing and submitting the online application form for on-campus accommodation in the residential semester, applicants certified that they have read, understood, and agreed to comply with this Notes to Applicants, Residents' Handbook as well as the Rules and Regulations for Residents.

2. 若申請人有任何虛報或隱瞞情況，宿舍管理部將保留撤銷申請人當次及日後的住宿申請權利。

Provision of false and/or incomplete information in the application form will lead to disqualification of the application including subsequent dormitory application(s).

3. 所有住宿申請均由宿舍管理部及/或舍監經優先住宿方針以及由行政副校長批核的評分機制進行審核。

All applications will be assessed by HMU and/or the Warden based on the Priority Housing Policy and the Scoring System approved by Vice President (University Administration).

4. 宿生於退宿限期前退宿將被視作提前終止住宿。已繳付之宿費將不獲發還。

Residents who check out before the last check-out date will be considered as early termination of their hall residence; paid hall fees will not be refunded.

5. 宿舍房間只供宿生本人作住宿用途。嚴禁以宿舍作其他用途如儲物或允許他人入住。一經發現，有關宿生之住宿資格將被終止，已繳付之宿費恕不退還。

Accommodation at the Residence Halls is provided to residents for the purpose of personal residence only; use of the residence room for other purposes, such as storage or allowing another person to reside, is strictly prohibited. Residents fail to observe will result in termination of residence, remaining hall fee will not be refunded.

6. 嚴禁售賣及私人轉讓宿位。所有有關售賣及私人轉讓宿位的報告將會被調查；一經屬實，涉事學生將被處罰，包括即時沒收宿位。已繳之宿費不獲退還及其他由大學給予的紀律處分。

Trading or private transfer of hall place is strictly forbidden. All reports of trading or private transfer of hall places will be investigated and penalties will be levied on the students involved. Penalties include immediate termination of residence, forfeiture of paid hall fees as well as further disciplinary action imposed by the University.

7. 宿舍管理部、舍監及行政副校長會商討有關任何過往宿生的違規記錄，並會考慮同學的本科生住宿申請是否維持有效。

Any past residential disciplinary records will be brought to the attention of HMU, Wardens and the Vice President (University Administration) for deliberation and consideration on the validity of students' applications for undergraduate residence.

8. 在不作通知的情況下，宿舍管理部、舍監及行政副校長均保留撤銷本科生住宿申請之權利。

HMU, Wardens and the Vice President (University Administration) have the right to disqualify applications for undergraduate residence without prior notification.

9. 所有成功的申請人需遵守本科生宿生手冊內的宿生守則。

All successful applicants are required to abide by the Rules and Regulations for Residents as stipulated in the Residents' Handbook.

10. 若本申請須知中、英文兩個版本的內容有任何抵觸或不相符之處，應以中文版本為準。

If there is any inconsistency or ambiguity between the Chinese version and the English version of the content of this notes to applicants, the Chinese version shall prevail.

N. 收集個人資料 Use of Personal Data

1. 根據個人資料（私隱）條例，此表格所收集的個人資料只會用於是次參加申請及有關用途。

In accordance with Personal Data (Privacy) Ordinance, all personal data provided in this form will only apply to this particular application and related purposes.

2. 宿舍管理部會將該樓層所屬的宿生姓名、聯絡電話、房間號碼及電郵地址提供予負責該樓層的宿舍大使。除此之外，宿舍管理部會向舍監團隊及設施管理處提供所有宿生姓名、聯絡電話、房間號碼和緊急聯絡人（及其聯絡電話）以備不時之需。

HMU will provide Hall Ambassadors with the names, phone numbers, room numbers and email addresses of the residents of the floor he/she is responsible for. Moreover, in case of necessary, the name, phone number, room number, email address and emergency contact person (and her/his contact) of each resident will be provided to the Warden, Deputy Warden, Hall Tutor and Facility Management Office.

O. 校外住宿資料 Off-Campus Accommodation Information

宿舍管理部網頁上載校外住宿資料供有需要同學作參考之用。

HMU has uploaded off-campus accommodation information on our website for students in need to use as a reference.

資訊可瀏覽以下網頁 **For more information, please visit the following website:** 香港樹仁大學校外住宿資訊站。

P. 聯絡宿舍管理部 Contact Hall Management Unit

位置 Location:	研究院綜合大樓 **RLG403** 室 **RLG403, Research Complex**	
辦公時間 Office Hours:	星期一至五 **Monday to Friday**	**09:00 - 13:00, 14:00 - 18:00**
	大學假期、星期六、日及公眾假期 **University holiday, Saturday, Sunday, and Public Holiday**	**休息 Closed**
電郵 Email:	**hmu@hksyu.edu**	
電話 Telephone Number:	**+852 2804-8562**	