



JOCKEY CLUB STUDENT VILLAGE III

THE UNIVERSITY OF HONG KONG

香港大學賽馬會第三學生村

9 Lung Wah Street, Kennedy Town, Hong Kong 香港堅尼地城龍華街9號

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Internal Rules of Jockey Club Student Village III for Summer Letting

1 Interpretation

In this document, unless otherwise stated –

- 1.1 “The Student Village” refers to the premises of Jockey Club Student Village III of the University of Hong Kong and its boundary.
- 1.2 “College(s)” refers to the College(s), i.e. Shun Hing College, Chi Sun College, Lap-Chee College and New College at The Student Village.
- 1.3 “College Management” refers to Masters, Deputy Masters, Senior Resident Tutors, Senior Site Manager, Site Manager and/or their designates.
- 1.4 “General Office” refers to the General Office of Jockey Club Student Village III.
- 1.5 “Guest Residents” refers to summer letting group members who are assigned to reside in the College(s).
- 1.6 “Visitors” include all persons visiting College(s), who are escorted by a resident.

2 Room Keys

- 2.1 Guest residents must keep their assigned keys safe. Transfer of keys is strictly prohibited.
- 2.2 Duplication of key without prior approval of the College Management is strictly prohibited.
- 2.3 Assigned keys with attached key tags must be returned to the General Office through the group contact person (if any) upon move out.
- 2.4 Charges would be levied in case of (please refer to Appendix A):
 - 2.4.1 Loss of key and/or key tag
 - 2.4.2 Borrowing of room key at Security Counter
 - 2.4.3 Malfunctioning or damaged key upon return

3 Access Control

- 3.1 For security reasons, guest residents are required to use their smartcards for gaining access to the Student Village. Smartcards are not transferable.
- 3.2 Guest residents and their visitors may be asked by the College Management and/or staff of the Student Village including Resident Tutors and security guards to present their smartcards or any documents of identification for identity checking when necessary. Any resident or visitor who fails to comply with this may be refused entry into the Student Village, or may be asked to leave the Student Village.

4 Inspection of Student Rooms

- 4.1 Staff at the Student Village may enter guest residents’ rooms for repair and maintenance, inspection of facilities or other purposes which is deemed necessary by the College Management. Prior notice may not be given. A memo would be issued to students for reference in case the inspection is conducted without their presence.



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5 Respect for Other Residents

- 5.1 Actions or behaviors which may interfere with other residents' right to privacy, time to study and rest, or normal use of facilities in the Student Village should be avoided.
- 5.2 Guest residents should not enter the bedrooms of other residents without getting consent.
- 5.3 Guest residents should not behave in any manner which is considered improper in any circumstance.
- 5.4 Guest residents should be properly attired in common areas of the Student Village at all times.

6 Quiet Hours and Noise Level

- 6.1 The Quiet Hours of the Student Village is from 23:00 to 08:00 of the next day.
- 6.2 At all times, guest residents should keep their noise level reasonable so as not to cause nuisance to neighbors.

7 Visitation to Other Residence Floors

- 7.1 From 00:00 midnight to 08:00 daily, guest residents should not enter or stay in other residence floors/ rooms other than the floor/ room they reside in.

8 Personal Properties

- 8.1 Guest residents are responsible for their personal properties. To minimize chances of theft, please keep personal belongings in safe places; always lock the room door when going out. The Colleges are not responsible for any loss of personal properties.
- 8.2 Hallways, walkways and stairs should be kept clear of furniture, trash and any other objects, so as not to obstruct passage and therefore escape routes during emergencies. Any items found in the hallways, walkways and stairs may be removed without prior notice.

9 Public Properties

- 9.1 Guest residents shall not remove any furniture, fitting, fixture or facilities provided for use in the Student Village without prior approval of the College Management.
- 9.2 Guest residents should not deface, defile or otherwise damage any wall or any structure of any kind, or any furniture, fitting, fixture or facility provided for use in the Student Village, or install any new utility or fitting without prior approval from the College Management. Guest residents who fail to comply with this clause shall be subject to fines imposed by the College Management.

10 Visitors

- 10.1 All visitors must be hosted and accompanied by a resident during the visit, and complete the registration procedures upon arrival and departure.
- 10.2 The host resident should leave their smartcard at the college security counter during the visitors' visit, and collect it back in person when the visitors sign-out.



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- 10.3 Visitors shall observe the Rules and Regulations. Any visitor who fails to comply with the Rules and Regulations is subject to blacklisting and refused entry into the Student Village.
- 10.4 Visitors may visit the Student Village between 09:00 and 23:00. No entrance of visitors is allowed after 22:30.
- 10.5 Visitors who stay after 00:00 shall be regarded as staying overnight, and subject to fines and disciplinary actions by the College Management.
- 10.6 Guest residents who invite visitors to the College shall accompany them during their visit, and shall be responsible for their conduct and any charges incurred by them.

11 Electrical Appliances

- 11.1 Only light electrical appliances intended for necessary personal care purposes may be used in the guest residents' rooms and should be properly maintained.
- 11.2 Without prior approval of the College Management, electrical appliances which are greater than 1 metre in length, width and height in total, refrigerators of any size, heaters, ovens or microwave ovens are not allowed to be brought into the Student Village.
- 11.3 The College Management may confiscate any appliances or items which are not allowed to be brought into the Student Village, or any equipment used in such a way that may disturb or endanger others.
- 11.4 Guest residents shall make their best effort to help save energy in the Student Village.

12 Safety Matters

- 12.1 Cooking in the Student Village is prohibited except in the lounges and other areas as authorized by the College Management.
- 12.2 Unattended cooking is strictly prohibited at all times.
- 12.3 Possession of chemicals, explosives or highly combustible materials that are potentially dangerous or damaging is prohibited.
- 12.4 Open flames, including candles and incense, are prohibited in any part of the Student Village.
- 12.5 Interference of fire service devices is prohibited.
- 12.6 According to the Fire Safety (Buildings) Ordinance, all corridors, lift lobbies and stairwells must always be kept clear from any obstructions. Any personal object found may be removed by staff of the Student Village without prior notice.
- 12.7 To avoid creating a hazardous environment which may endanger the well-being of guest residents and other users, it is prohibited to place any personal belongings in the corridors, lift lobbies, stairwells or other communal areas. Guest residents may be liable to penalties and/or claims of any accident which are caused by any of the personal items being placed in such areas.
- 12.8 Guest residents who violate rules and regulations related to fire safety will be subject to



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disciplinary action of the Colleges, and liable for the cost associated with service call, isolation, or inspection (ranging from HK\$2,500 to HK\$11,000), as well as the reinstatement and replacement of the fire service installations (at cost).

13 Smoking, Drugs, Alcohol and Gambling

- 13.1 According to the University's policy on smoking, smoking is strictly prohibited in any part of the Student Village.
- 13.2 Guest residents and their visitors shall not bring into or use any dangerous drugs as defined in Section 2 of the Dangerous Drugs Ordinance (Cap. 134, Laws of Hong Kong) in the Student Village.
- 13.3 Consumption or storage of alcoholic beverages without prior approval of the College Management is not allowed.

14 Cleanliness

- 14.1 It is the guest residents' responsibility to keep their room clean and tidy. Guest residents are also required to maintain their room in a safe and healthy condition at all times. Some cleaning equipment is available in the lounges to facilitate cleaning by guest residents inside their rooms.

15 Commercial/ Promotion Activities

- 15.1 Commercial promotions and activities are prohibited in the Student Village. Sale of any goods or services in the Student Village is not allowed without prior approval of the College Management.
- 15.2 Distribution of promotional items to the pigeon holes is prohibited without prior approval of the College Management.
- 15.3 Only posters with the stamp of General Office may be placed in those areas designated for posting.

16 Pets

- 16.1 Pets are not allowed in the Student Village.

17 Consideration for Neighborhood

- 17.1 Noise level in the vicinity of the Student Village should be kept reasonable at all times and be lowered after nightfall.
- 17.2 The Kwun Lung Lau complex located next to the Student Village is private property. Trespassing is forbidden, and is subject to disciplinary actions including but not limited to termination of residency. Guest residents should always use Smithfield Road to travel to and from the Student Village.



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Commercial Letting

Appendix A

Charges and Fines

The charges and fines that apply to activities and misdemeanors in the Jockey Club Student Village III are listed as follows. Such charges and fines are subject to reviews and adjustments by the College Management as deemed necessary.

Charges:

Item	Total (HK\$)
PAID IN CASH	
1 Door Key	
1.1 Replacement of lost/ damaged key	100 each
1.2 Replacement of key tag	30 each
1.3 Borrowing spare room key (Borrowed keys should be returned right after use)	20/ time
2 Smartcard (for laundry)	
2.1 Replacement of lost/ damaged Smartcard (without value inside)	100 each
2.2 Recharge (using add value machine located opposite to General Office Help Desk, non-refundable)	10 up
3 Loss of Visitor Card	10 each
PAID WITH SMARTCARD	
4 Laundry	
4.1 Washer per load	5
4.2 Dryer (per 10 minutes)	2



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Appendix B

Other Charges for Damage or Loss of Facilities

A resident would be charged for damaged or lost facilities (except for normal wear and tear). Charges listed below, while not meant to be exhaustive, help to illustrate the charges for some damaged or lost items. Damage or loss of other facilities not listed below may be charged at cost. The College Management reserves the right to revise those charges from time to time as deemed necessary.

CHARGES OF DIFFERENT ITEMS (Per Piece)		
No.	Item	Charges
Bedroom Furniture & Fittings 睡房傢俱及裝置		
Bed Set 床		
1.	Drawers 抽屜	200
2.	Bedside Cabinet 床頭櫃	700
3.	Mattress 床墊(3' x 6'3" x 3")	450
4.	Mattress 床墊(3' x 7' x 3")	500
5.	Mattress Protector 床墊保護套	200
Desk Set 書桌		
6.	Drawers Pedestal 直立式三桶抽屜	800
7.	Hanging Bookshelf 掛牆書架	800
8.	Chair 椅子	700
9.	Notice Board 告示板	200
Closet 衣櫃		
10.	Door 櫃門	500
11.	Drawers 抽屜	200
12.	Door Handle 櫃門把手	50
13.	Clothes Hanging Bar 掛衣杆	100
14.	Mirror 鏡子	200
Window 窗		
15.	Glass (Per Piece) 玻璃(每塊)	250
16.	Mosquito-Repellent Screen 蚊網	150
17.	Curtain (Single Room) 窗簾(單人房)	470
18.	Curtain (Double Room) 窗簾(雙人房)	940
Electrical Fittings 電力裝置		
19.	Fluorescent Lamp 光管	20
20.	Desk-top Light Shade 書桌燈罩	60
21.	Smart Card Reader 智能卡讀卡機	300
22.	Electric Switch 電掣	100
Door 房門		
23.	Main Door 房門	1800
24.	Door Lock 房門門鎖	500
25.	Door Key 房門鎖匙	100
Miscellaneous 其他		
26.	Mark or Damage to Wall / Ceiling / Door 塗污或損毀牆壁/天花/門	50 per sq. inch