



香港城市大學
City University of Hong Kong

Hall Application for Inbound Exchange Student (Semester B, 2023/24)

Student Residence Office
City University of Hong Kong

Step 1: Log into your application account for Inbound Exchange Student

CityU

AIMS

Development AIMS (Version 8.14)

Inbound Student Exchange Application: Personal Information

Personal Information Exchange and Academic Info Supplementary Info Study Plan Upload Doc Other Applications Confirmation and Submission

Application Term: 202402 (Semester B 2023/24) Email Address: srotest1@testing.testing

Notes to applicant:

- There are altogether seven sections:
 - Personal Information
 - Exchange and Academic Information
 - Supplementary Information
 - Study Plan
 - Upload Document
 - Other Applications
 - Confirmation and SubmissionPress "Continue" if you have finished entering the information for each section.
- You can check your full application at the "Application Summary" page under "Confirmation and Submission" section.
- To begin your application, press the "Continue" button below.

Continue

Press "Continue" to start your application.

Exit and Logout

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Release: 8.7.2

Available on the App Store

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CityU Official Apps

IT Service Desk: +852 3442-8340
Email: it.servicedesk@cityu.edu.hk

Fill in the application for Inbound Exchange Student

Fill in each section

AIMS
Development AIMS (Version 8.14)

Inbound Student Exchange Application: Personal Information

Personal Information | Exchange and Academic Info | Supplementary Info | Study Plan | Upload Doc | Other Applications | Confirmation and Submission

Name: Agnes Sro Application ADMOTESTING
Application Term: 202402 (Semester B 2023/24) | Email Address: admotestingsro@cityu.edu.hk

Personal Information

ID / Passport Number: 123456789 | Issued by: United States of America

Official English Name on ID / Passport

Surname / Family Names: ADMOTESTING
First / Given Names: Agnes Sro
Other Names (if any): Application

Chinese Name: (if applicable)

Gender: Female | Date of birth: 08/08/2002 | Nationality: United States of America

For applicant from mainland China, please also indicate "Home Province/City"
Home Province/City:

Contact Information (English)

Address Line 1: Testing Address Line1
Address Line 2: Testing Address Line2
Address Line 3: Testing Address Line3
 Hong Kong Kowloon N.T. Others (non-Hong Kong Address)

** For non-Hong Kong address, please specify city, zip code, Country/Territory below.

** City: New York
** Zip/Postal Code:
** Country/Territory: United States of America

Phone No.: 1 - 234 - 34429095
(Dialling Code - Area Code - Number)

Contact Information (Chinese)(中文通訊地址)(if applicable)(如適用):
Please provide a complete mailing address in Chinese with postal code.
(請填寫完整中文通訊地址及郵碼)

Continue Reset

Exit and Logout

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Inbound Student Exchange Application: Exchange and Academic Details

Personal Information | **Exchange and Academic Info** | Supplementary Info | Study Plan | Upload Doc | Other Applications | Confirmation and Submission

Name: Agnes Sro Application ADMOTESTING
Application Term: 202402 (Semester B 2023/24) | Email Address: admotestingsro@cityu.edu.hk

Exchange Information:
Period of Exchange at CityU: Semester A 2023/24 - Semester B 2023/24

Academic Information

Home University: Clarkson University, USA
Programme / Major of Study: BSc Computing Mathematics
Year of Study: currently in year 2 of a 4 year programme

Continue Reset

Exit and Logout

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Fill in the application for Inbound Exchange Student

Fill in each section

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Inbound Student Exchange Application: Supplementary Information

Personal Information | Exchange and Academic Info | **Supplementary Info** | Study Plan | Upload Doc | Other Applications | Confirmation and Submission

Name: Agnes Sro Application ADMOTESTING
 Application Term: [] Email Address: admotestingro@cityu.edu.hk

Language Proficiency

English

English is my first language. Yes
 English is the medium of instruction of my home university. Yes

Chinese

I do not know Chinese
 I know Chinese and my level of proficiency is:
 Written Chinese: []
 Spoken Chinese (Putonghua): []
 Spoken Chinese (Cantonese): []

Continue Reset

Exit and Logout

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Inbound Student Exchange Application: Study Plan

Personal Information | Exchange and Academic Info | Supplementary Info | **Study Plan** | Upload Doc | Other Applications | Confirmation and Submission

Name: Agnes Sro Application ADMOTESTING
 Application Term: [] Email Address: admotestingro@cityu.edu.hk

Study Plan at CityU

The normal load for a full-time student is 12-18 credits for Semester A or B, or 6 - 7 credits for the summer term. Please seek approval. While we will endeavour to arrange course pre-registration for you, there is no guarantee that your course preference will be approved.

For detailed course information, please click on the course code.

Priority [] Course [] Course Title []
 Re-prioritize the courses

Course Selection

To add courses, click on the box next to the course title, then press "add courses" to proceed. You may choose on a basis. Currently available courses may become full at the time of approval by the course offering department.

Department: All

Course Code: []
 Go

[] Course [] Course Title [] Latest Status [] Remarks []
 Add Courses Reset
 Continue

Exit and Logout

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Inbound Student Exchange Application: Document Upload

Personal Information | Exchange and Academic Info | Supplementary Info | Study Plan | **Upload Doc** | Other Applications | Confirmation and Submission

Name: Agnes Sro Application ADMOTESTING
 Application Term: [] Email Address: admotestingro@cityu.edu.hk

- Please upload the following supporting documents before you submit your application:
 - Your academic transcript
 - TOEFL/IELTS/CET results or an equivalent English qualification if English is not the medium of instruction at your home institution.
- Please note the following:
 - Only pdf or word (Microsoft Word 2010 or below) files are acceptable.
 - Each file size should not exceed 1MB.
 - The total size of all uploaded documents should not exceed 10MB.
 - The file upload function is still available after the submission of your application.
 - No deletion of uploaded documents is allowed.
- If you are unable to upload the supporting documents, please send photocopies of the documents to the corresponding departments / colleges that you are applying for. Please attach a print-out of your application for identification purposes.

Address:
 City University of Hong Kong
 Tat Chee Avenue, Kowloon Tong,
 Hong Kong
 (Attn: Department of XXX)

Uploaded Documents
 -- N/A --
 Upload New Document

Document Type: Academic Transcript
 Document Description: []
 Filename: [Choose File] No file chosen

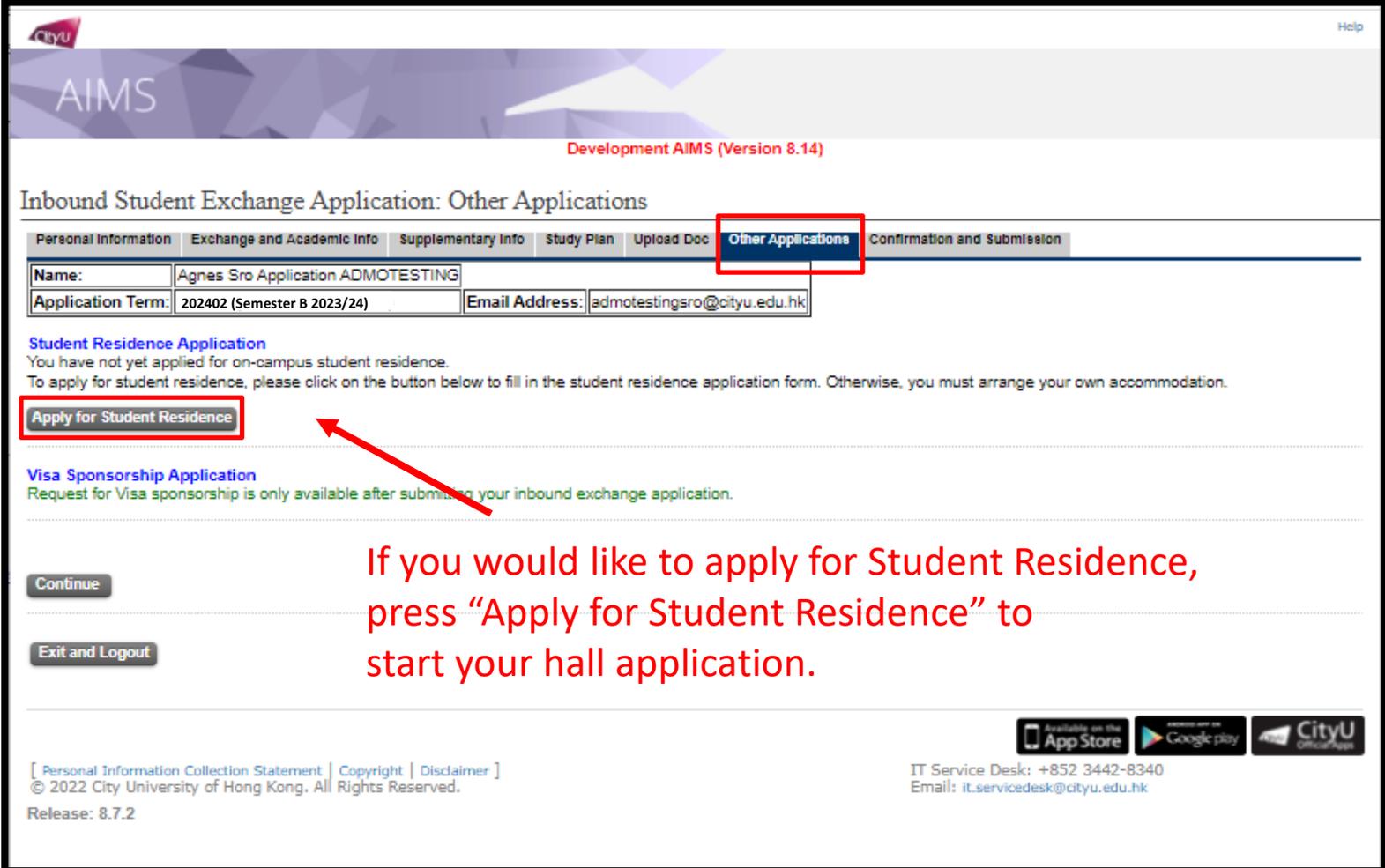
Upload Reset
 Continue

Exit and Logout

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Step 3: Hall Application



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Help

Inbound Student Exchange Application: Other Applications

Personal Information | Exchange and Academic Info | Supplementary Info | Study Plan | Upload Doc | **Other Applications** | Confirmation and Submission

Name:	Agnes Sro Application ADMOTESTING	
Application Term:	202402 (Semester B 2023/24)	Email Address: admotestingsro@cityu.edu.hk

Student Residence Application
You have not yet applied for on-campus student residence.
To apply for student residence, please click on the button below to fill in the student residence application form. Otherwise, you must arrange your own accommodation.

Apply for Student Residence

Visa Sponsorship Application
Request for Visa sponsorship is only available after submitting your inbound exchange application.

Continue

Exit and Logout

If you would like to apply for Student Residence, press "Apply for Student Residence" to start your hall application.

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IT Service Desk: +852 3442-8340
Email: it.servicedesk@cityu.edu.hk

Read the Regulation of the Student Residence

AIMS
Development AIMS (Version 2.14)

Student Residence Application (Direct Applicant)

Welcome to apply for the Student Residence (For Inbound Exchange Students)

For assistance, please contact SRO at (852) 3442-1111 or Email: enquiry@cityu.edu.hk
For rules and regulations, please click [here](#).

number of single rooms will be firstly assigned to those who have medical reasons or special needs with supporting documents enclosed in the completed application. Disabled single rooms may be assigned as single rooms if no request is received from disabled students.

Applicants' preferences on room type and roommate will be considered as far as possible. However, there is no guarantee that you will be assigned to a particular hall, unit, room type, or with a specific roommate. Final room assignments will be subject to room availability and hall admission policies. Student Residence Office and the Residence Masters reserve the right to make alternative assignment decisions or re-assign students as appropriate.

Payment Method
Successful applicants have to pay a non-refundable and non-transferable hall lodging fee (i.e. one-off payment) during the period as specified.
a) Payment by credit card (visa or master); or
b) Bank draft payable to City University of Hong Kong and mail to Student Residence Office, City University of Hong Kong, 22 Cornwall Street, Kowloon Tong, Kowloon, Hong Kong.

Highlights of Regulation Governs Student Residence

Visiting Hours & Visitor Control
The "visiting hours" of all halls are from 8:00am to 12:00 midnight and no visitors (including residents from other halls) can stay in the hall outside these hours.

This visiting policy is a common norm in Hong Kong institutions. A visiting policy and visitor control are enforced so as to protect the overall safety of student residents and address the expectations of both student residents and their parents. About 50% of our student residents in undergraduate halls are Hong Kong Chinese and 35% are mainland Chinese, and their culture expects us to give special priority to students' safety. This policy is made even more important in view of the location of the residence in the centre of the city.

We considerate of your roommate's/flatmates' privacy and interests when you host visitors in your room. Overall, Chinese are rather introverted when expressing their concerns or "getting to the point" relating to this issue, even when they feel disturbed by your visitors.

After 12:00midnight, the security staff and Residence Tutors will immediately invite visitors to leave the hall. Students hosting over-staying visitors may be subject to disciplinary action.

Smoke-free Residence Community
Smoking in the Student Residence is against the Anti-smoking Ordinance in Hong Kong and is an offence in law. Smoking in the Student Residence, including indoor and outdoor areas, will be subject to disciplinary action, which may include hall suspension and in some cases prosecution by the authorities.

Quiet hours
The period from 11:00pm to 7:00am is regarded as the quiet hours of the Student Residence. During revision and exam periods, quiet hours may be extended as needed. If you remain on the open lawn or other communal areas after 11:00pm, please remember that noise travels from there to the floors in the halls as well as to the neighbouring estate, creating noise nuisance and disturbance to others. Our security guards are authorized to conduct identity checking and disperse gatherings that generate noise and other nuisance.

Alcohol drinking
Alcohol drinking is not prohibited. But the general principle is that drinking must not cause disturbance to others, safety hazard, damage to property or breach of hall rules. Please remember that excessive drinking will often impair judgment which leads to accidents, injuries and misbehaviors.

Students should comply with the "Regulations Governing Student Residence" and hall rules promulgated by respective Residence Master, and in particular abide by [Rules & Chapter of Undergraduate Hall](#), [policy](#) for Undergraduate Students.

Off-campus Accommodation
Due to limited capacity, there is no guarantee that accommodation in the Student Residence can be provide to all applicants. Students should be prepared to arrange their own off-campus accommodation if deemed necessary. Please visit SRO website http://www.cityu.edu.hk/sro/home_off.

Brief Guidelines
The application includes the following sections:

- Room Preference
- Upload Document (Optional)
- Confirmation (You must submit your application)

Please click on "Save & Confirm" button after you have completed entering the information for each section. You MUST check your full application carefully under "Confirmation" section before submission. Only the submitted applications would be considered.

For any enquiries/assistance, please contact Student Residence Office (refer to top of page for contact methods)

I have read, understand and agree with Regulations and other information stipulated at the above "Terms & Conditions of Living at Student Residence, CityU".

Agree

Inbound Exchange Student Application

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Email: it.servicedesk@cityu.edu.hk

Read the regulation and click the checkbox to agree

Indicate Room Preference

CityU Help

AIMS

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Student Residence Application -- Room Preference

Room Preference | Document Upload | Confirmation

Welcome to apply for the Student Residence (For Inbound Exchange Students)

For assistance, please contact SRO at (852) 3442-1111 or Email: srouga@cityu.edu.hk
For rules and regulations, please click [here](#).

Personal Information

Application Category	Exchange Student	Email Address	admotestsro@cityu.edu.hk		
Last Name/Surname		First Name	Middle Name		
Gender		Phone	Nationality		

Important Notes

- In principle, all undergraduate students will be assigned to double room. Please kindly view the [layout of different room types](#) before indicating your room type preference.
- A small number of single rooms will be firstly assigned to those who have special needs or medical reasons with supporting documents uploaded in their application.
- If you have any physical disability that may affect your living environment needs, please specify and upload the supporting documents (Documentary proof must be written in English or Chinese).
- The hall lodging fees are subject to annual review and revision.
- Applicants' preferences of room type and roommate will be considered as far as possible.

Residence Period#:	08-Jan-2024 to 27-May-2024 (noon)
Preferred Room Type (1st choice):	Double Room ▾
Preferred Room Type (2nd choice):	No Preference ▾
Roommate Preferences:	Same Country/Territory/Nationality ▾
Special Needs/Remarks: (Max 200 characters.)	

Save and Continue

Inbound Exchange Student Application

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Email: it.servicedesk@cityu.edu.hk

Select from the drop-down list to choose your room type and roommate preference.

Then, press "Save and Continue" to next page

Upload Document, if required

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SR Exchange Application Document Upload

Room Preference **Document Upload** Confirmation

Welcome to apply for the Student Residence (For Inbound Exchange Students)

For assistance, please contact SRO at (852) 3442-1111 or Email: srouga@cityu.edu.hk
For rules and regulations, please click here.

Personal Information

Application Category	Exchange Student	Email Address	admotestingsro@cityu.edu.hk		
Last Name/Surname	ADMOTESTING	First Name	Agnes Sro	Middle Name	Application
Gender	F	Phone	1-234-34429095	Nationality	United States of America

Important Notes

- In principle, all undergraduate students will be assigned to double room. Please kindly view the [layout of different room types](#) before indicating your room type preference.
- A small number of single rooms will be firstly assigned to those who have special needs or medical reasons with supporting documents uploaded in their application.
- If you have any physical disability that may affect your living environment needs, please specify and upload the supporting documents (Documentary proof must be written in English or Chinese).
- The hall lodging fees are subject to annual review and revision.
- Applicants' preferences of room type and roommate will be considered as far as possible.

Uploaded Documents
-- N/A --

Upload New Document
The document file should be in PDF (*.pdf) format and all the uploaded files should not exceed 3M storage space.
*** Upload process may be slow and take several minutes to complete, please be patient and do not select other options or close the browser !

Document Description:

Filename: No file chosen

Inbound Exchange Student Application

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IT Service Desk: +852 3442-8340
Email: it.servicedesk@cityu.edu.hk

If you have any special needs, please upload your supporting document for our consideration.

Press "Upload"

Otherwise, please press "Continue" to next page



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SR Exchange Application Document Upload

Room Preference **Document Upload** Confirmation

Welcome to apply for the Student Residence (For Inbound Exchange Students)

For assistance, please contact SRO at (852) 3442-1111 or Email: srouga@cityu.edu.hk

For rules and regulations, please [click here](#).

Personal Information

Application Category	Exchange Student	Email Address	admotestingsro@cityu.edu.hk		
Last Name/Surname	ADMOTESTING	First Name	Agnes Sro	Middle Name	Application
Gender	F	Phone	1-234-34429095	Nationality	United States of America

Document uploaded successfully

Document Description:special needs

Document Filename: blank_testing.pdf

File Size in byte:28523

Continue



Press "Continue"

Inbound Exchange Student Application



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Submit Hall Application



AIMS

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Student Residence Application -- Confirmation Summary

Personal Info
Room Preference
Document Upload
Confirmation

Welcome to apply for the Student Residence (For Inbound Exchange Students)

For assistance, please contact SRO at (852) 3442-1111 or Email: srouga@cityu.edu.hk
 For rules and regulations, please click [here](#).

Your application summary is shown below. Please check carefully before submission.

*** Please be reminded that SRO would only consider the submitted applications. ***

Personal Information

Application Category	Exchange Student	Email Address	exchange_b1@external.testing		
Last Name/Surname	CHAN	First Name	Tai Man	Middle Name	
Gender	M	Phone		Nationality	
Home Institution	U of Cape Town, S Africa			College at CityU	Community College of CityU

The hall lodging fees are subject to annual review and revision.

Room Preference

Residence Period:	08-Jan-2024 to 27-May-2024 (noon)
Preferred Room Type (1st choice):	Double Room
Preferred Room Type (2nd choice):	No Preference
Roommate Preferences:	Same Country/Territory/Nationality
Special Needs:	

Uploaded Documents

Document Type	Document Description	File Size (Kbyte)	Upload Date	View
Special Needs	testing	29	26-Aug-2022	View Document

Your application is NOT yet submitted. Please note that only submitted applications would be considered.

Confirm and Submit Application
←

Exit and Logout

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Email: it.servicedesk@cityu.edu.hk

Press “Confirm & Submit Application” to submit your hall application.

The screenshot shows the AIMS interface for a Student Residence Application Confirmation Summary. At the top left is the CityU logo, and at the top right is a 'Help' link. Below the logo is the text 'AIMS' and 'Development AIMS (Version 8.14)'. The main heading is 'Student Residence Application -- Confirmation Summary'. There are three tabs: 'Room Preference', 'Document Upload', and 'Confirmation', with 'Confirmation' being the active tab. Below the tabs, there is a blue link: 'Welcome to apply for the Student Residence (For Inbound Exchange Students)'. A green text block provides contact information for the SRO: 'For assistance, please contact SRO at (852) 3442-1111 or Email: srouga@cityu.edu.hk' and a link for rules and regulations. A large yellow banner with a red border contains the message: 'Your application was submitted. Please keep your application reference number for record: E0006700'. Below this banner is a grey button labeled 'Inbound Exchange Student Application'. At the bottom left, there is a footer with links for 'Personal Information Collection Statement', 'Copyright', and 'Disclaimer', along with the copyright notice '© 2022 City University of Hong Kong. All Rights Reserved.' and the release version 'Release: 8.7.2'. At the bottom right, there are logos for 'Available on the App Store', 'ANDROID APP ON Google play', and 'CityU Official Apps', along with the IT Service Desk contact information: '+852 3442-8340' and 'Email: it.servicedesk@cityu.edu.hk'. Two red arrows are overlaid on the image: one points from the yellow banner to the 'Your hall application has been submitted.' text, and the other points from the 'Inbound Exchange Student Application' button to the 'Press "Inbound Exchange Student Application" to next page to confirm and submit your inbound exchange application.' text.

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AIMS

Development AIMS (Version 8.14)

Help

Student Residence Application -- Confirmation Summary

Room Preference | Document Upload | **Confirmation**

[Welcome to apply for the Student Residence \(For Inbound Exchange Students\)](#)

For assistance, please contact SRO at (852) 3442-1111 or Email: srouga@cityu.edu.hk
For rules and regulations, please [click here](#).

Your application was submitted. Please keep your application reference number for record: E0006700

Inbound Exchange Student Application

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Your hall application has been submitted.

Press "Inbound Exchange Student Application" to next page to confirm and submit your inbound exchange application.