International Summer School 2016

Info Pack for Participants
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Pre-Arrival

1. To-do’s before Departure

☐ Check if your passport, Hong Kong visa and Chinese Visa are ready with you
   (Chinese visa is needed by field trip participants to mainland China only)
☐ Submit the Pre-departure Form on the application system
☐ Submit the Field Trip Undertaking to polyu.summer@polyu.edu.hk
☐ Activate your PolyU accounts
☐ Make a budget plan for yourself and ensure your cash flow

2. Your Visa Package

You will receive a visa package from the International Affairs Office (IAO) which includes:
1. Your Hong Kong Student Visa Label
2. Your original Admission Letter to Summer School
3. A note on student visa from IAO
4. A letter issued by an Immigration Officer on behalf of the Director of Immigration
   You can find the visa reference number and the name and contact info of the
   responsible Immigration Officer on this letter. Please keep this letter with you as you
   may seek direct assistance from this Officer if necessary.
5. Other documents relevant to your study at PolyU

The Student Visa must be validated when you enter Hong Kong. Please refer to next section
for details.

3. Your Chinese Visa

For participants going on field trip to Mainland China, please be sure you have obtained the
Chinese visa and send a copy to us at polyu.summer@polyu.edu.hk by 30th May 2016. If
you need a longer time due to appointment schedule at your local Embassy, please notify
your IAO coordinator in advance.
Arrival

4. **Entering Hong Kong & Visa Validation**

When entering Hong Kong, please validate your Student Visa by following below steps:

1. Remember to fix the visa label on an empty page of your passport.
2. Show the student visa label to the Immigration Officer when you enter Hong Kong.
3. The Immigration Officer will give you a stamp ‘Journey Completed’ on the label:

![Image of Hong Kong visa label with 'journey completed' stamp]

4. And a piece of Customs Receipt stating your arrival date, and the expiry date of your visa. Affix this Receipt on an empty page of your passport next to your visa.
5. Double check whether the expiry date of visa is after the end of your exchange period.

![Image of Hong Kong visa label with expiry date]

It is very important that you **get the visa stamped** and obtain the **piece of confirmation paper from the Immigration Officer at Customs**. Without them, your visa is not validated and you will **NOT** be allowed to register as a student in Hong Kong. Thank you.
Important Notes about the Student Visa:

- You may NOT collect your student ID card without a valid and activated student visa.
- Without the validated student visa, you will not be allowed to attend classes.
- If you receive the Hong Kong Student Visa upon arrival or you have not validated your student visa in the first place, then you must exit and re-enter Hong Kong in order to validate your visa before commencement of the programme. Easiest way to validate your visa is a round-trip to Macau.
- Even though the visa label says it is ‘Good for a single journey’, your student visa allows multiple entries to HK during the approved period.
- As a student visa holder, you are NOT allowed to work, paid or unpaid, even on voluntary basis. If you wish to work for charity, you may try to seek special approval from the Immigration. To do so, please (1) inform your IAO country coordinator, and (2) contact the Immigration Officer who approved your student visa. If you wish to take up an internship after your exchange study at PolyU, please (1) inform your IAO country coordinator; (2) inform your home university; (3) seek advice from the Immigration Officer who approved your student visa; and (4) ask the potential employer to assist you with the application of an employment visa.

5. Arrival Dates

<table>
<thead>
<tr>
<th>Expected Arrival Dates</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Participants joining Session 1 or Both Sessions</td>
<td>10 June 2016 (Friday)</td>
</tr>
<tr>
<td>Participants joining Session 2 without field trip</td>
<td>15 July 2016 (Friday)</td>
</tr>
<tr>
<td>Participants joining Field Trip and Session 2</td>
<td>8 July 2016 (Friday)</td>
</tr>
</tbody>
</table>

6. Getting to PolyU

Arriving Hong Kong
Whether it is by air or rail, the first thing you need to do upon your arrival is to get to your new home! Hong Kong is a very accessible city and we have a well-developed public transportation network to help you get around.

You will be staying in the PolyU Student Halls of Residence in Hung Hom (“Hung Hom Halls”) during the summer school. The Hung Hom Halls is located at 1 Hung Lai Road, Hung Hom, within 15-minute walk from the Core P of PolyU campus via a covered footbridge.
From the airport to Student Halls of Residence (Hung Hom)
If you are flying in from overseas, there are a number of ways for you to get from the Hong Kong International Airport to the Student Halls of Residence (Hung Hom Halls).

- **By Airport Express and Taxi**
  You can take the Airport Express Train from the airport to Kowloon Station. The ride costs HKD90 and takes about 20 minutes. From Kowloon station, you can take a taxi to the Student Halls of Residence directly which costs you HKD40 - HKD50 and take about 20 minutes.

- **By Bus**
  You can take the airport bus A21 to Hung Hom Railway Station. You can take a taxi or walk to the Student Halls.

- **By Taxi**
  You can also take a taxi from the airport directly to the PolyU Student Halls of Residence (Hung Hom Halls). Please make sure you take an "urban" taxi (red in colour). This will cost you about HKD380 and will take about 35 - 45 minutes. There is an additional charge for baggage at HKD5 per piece, excluding personal hand baggage.

For details, please refer to the map and video on how to get to the Student Halls of Residence.

Address of the Hung Hom Halls in Chinese is as below for your reference:
香港理工大学學生宿舍（紅磡）
九龍紅磡紅荔道1號

7. **Accommodation at PolyU**
We are expecting your check-in/check-out at Hung Hom Halls as per dates in below table.

<table>
<thead>
<tr>
<th>Summer School 2016 Participants</th>
<th>Lodging Period</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Check-in Date</td>
</tr>
<tr>
<td>Participants joining Session 1 and Field Trip</td>
<td>10 June</td>
</tr>
<tr>
<td>Participants joining Field Trip and Session 2</td>
<td>8 July</td>
</tr>
<tr>
<td>Participants joining Session 1 only</td>
<td>10 June</td>
</tr>
<tr>
<td>Participants joining Session 2 only</td>
<td>15 July</td>
</tr>
<tr>
<td>Participants joining Both Sessions</td>
<td>10 June</td>
</tr>
</tbody>
</table>

**Check-in time:**
10am – 10pm, except lunch break (1pm – 2pm) and dinner break (7pm – 8pm)
For check-in after 10:00pm, you must inform the Student Halls (sahall@polyu.edu.hk) and IAO (polyu.summer@polyu.edu.hk) at least two days in advance. The Halls will then send you a confirmation email acknowledging your late arrival and arrange a Temporary Smartcard for you. You can collect the Smartcard at Facilities Management Office (FMO) next to the car park entrance of Hall on Ground Floor. Here is the location of FMO: http://www.polyu.edu.hk/hall/index.php/hung-hom-halls/facilities-services?id=87

The Temporary SmartCard will be invalid after 24 hours. To extend it, you must go to the Hall Reception to complete formal check-in procedures on the following day. Otherwise, you will be barred from access to the Halls and your rooms.

Check-out time:
You will be provided with the relevant document during check-in and be informed of the check-out procedure by the Halls Management.

Please also be reminded that you should return your PolyU student ID card to the Student Halls when checking out.

Lodging Period:
The lodging period for various participant groups are shown above. Should you need accommodation in Hong Kong outside this period, please be reminded to make your own arrangement before you depart to Hong Kong.

Rooms:
The accommodation offered is a double-occupancy room where you will be assigned to share with a roommate. Two rooms share one private bathroom with toilet and shower facilities.

The Hung Hom Halls contain a grand dining hall, a fitness room, a band room, piano practice rooms, activity rooms, a landscaped garden and a 25-meter swimming pool. All student rooms are equipped with IP phones, LAN ports, air-conditioners & furniture. There are common areas and pantry on each floor. Laundry and other facilities are also available in the Halls.

For air-conditioning and laundry, you can top up value on your Student ID card for use.
8. Registration & Orientation

IAO will help you with the official registration to the PolyU International Summer School upon your arrival on the scheduled date and time below. To prepare for your stay and study here, an Orientation will be arranged right after the Registration. All participants are required to attend.

<table>
<thead>
<tr>
<th>Registration and Orientation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>When and Where:</strong></td>
</tr>
<tr>
<td><strong>Participants joining Session 1 or Both Session:</strong></td>
</tr>
<tr>
<td>10am on 11 June 2016 (Saturday) @V302</td>
</tr>
<tr>
<td><strong>Participants joining Session 2:</strong></td>
</tr>
<tr>
<td>10am on 16 July 2016 (Saturday) @V322</td>
</tr>
<tr>
<td><strong>For students who arrive for the field trip and then join the Session 2, your registration and orientation is still on 16 July although you will arrive earlier and join the field trip first.</strong></td>
</tr>
<tr>
<td>The orientation programme will start after the registration and last until late afternoon.</td>
</tr>
<tr>
<td><strong>What to bring:</strong></td>
</tr>
<tr>
<td>✓ Your actual Passport with a validated Hong Kong Student Visa and Customs receipt (which specifies the visa expiry date)</td>
</tr>
</tbody>
</table>

Registration:
We will check your passport details, validation on student visa and the expiry date receipt. Please have these items with you when attending the Registration. Your PolyU student ID card and other relevant documents/package will be distributed to you once registration has been completed.

Late Arrival:
If you already know that you will arrive late and miss the registration and orientation sessions, please notify your country coordinator at IAO in advance. After checking in at the student halls / settling in at your off-campus accommodation, please bring along your passport with the validated student visa and customs receipt and visit the International Affairs Office for registration immediately. Opening hours of our office is 9.30am – 12.30pm & 1:30pm – 5.30pm, Monday to Friday, except on public holidays. Without completing the official registration, you will not be allowed to participate in the programme.
# Programme Information

## 9. Programme Schedule

### Class Timetable (subject to revision)

All classes will be held on PolyU campus.

#### Session 1

<table>
<thead>
<tr>
<th>Sun</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>11/6 Opening Ceremony &amp; Orientation</td>
</tr>
<tr>
<td>12/6</td>
<td>13/6</td>
<td>Class</td>
<td>14/6</td>
<td>Class</td>
<td>15/6</td>
<td>Faculty Distinguished Lecture</td>
</tr>
<tr>
<td>26/6</td>
<td>27/6</td>
<td>Class</td>
<td>28/6</td>
<td>Class</td>
<td>29/6</td>
<td>Faculty Distinguished Lecture</td>
</tr>
<tr>
<td>3/7</td>
<td>4/7</td>
<td>Class &amp; School End Party (from 6:00 pm)</td>
<td>5/7</td>
<td>Study / Make-up class for inclement weather</td>
<td>6/7</td>
<td>Study / Make-up class for inclement weather</td>
</tr>
</tbody>
</table>

Field trips will be held between 9 and 15 July 2016.

#### Session 2

<table>
<thead>
<tr>
<th>Sun</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>16/7 Opening Ceremony &amp; Orientation</td>
</tr>
<tr>
<td>17/7</td>
<td>18/7</td>
<td>Class</td>
<td>19/7</td>
<td>Class</td>
<td>20/7</td>
<td>Faculty Distinguished Lecture</td>
</tr>
<tr>
<td>24/7</td>
<td>25/7</td>
<td>Class</td>
<td>26/7</td>
<td>Class</td>
<td>27/7</td>
<td>Class</td>
</tr>
<tr>
<td>31/7</td>
<td>1/8</td>
<td>Class</td>
<td>2/8</td>
<td>Class</td>
<td>3/8</td>
<td>Faculty Distinguished Lecture</td>
</tr>
<tr>
<td>7/8</td>
<td>8/8</td>
<td>Class &amp; School End Party (from 6:00 pm)</td>
<td>9/8</td>
<td>Study / Make-up class for inclement weather</td>
<td>10/8</td>
<td>Study / Make-up class for inclement weather</td>
</tr>
</tbody>
</table>

**Note:**

- Morning class (9:30 am – 12:30 pm)
- Afternoon class (2:30 – 5:30 pm)

10. **Subject Enrolment**

A few weeks ago, we have sent you a confirmation email regarding the subjects you are enrolled in. You may now log-in to the eStudent page to review the information of your enrolled subjects, such as the class timetable, location and the hours.

Please note that you are required to attend all classes punctually.

Teaching materials are provided, however, it is assumed that students will bring pens, notepads, IT equipment, etc.

11. **Scholarship**

If you have been awarded the Summer School Scholarship, a cash cheque in Hong Kong Dollar will be distributed to you towards the end of the programme. You will be notified of the collection procedure via email. Please keep checking your mailbox regularly.

We suggest you to cash the cheque in Hong Kong immediately once received so as to avoid the expiry of the cheque and the handling fee for cashing the Hong Kong Dollar cheque abroad.

We would also like to remind you of the requirement of scholarship as below:

- GPA 3.0 or above when applying
- Register for 2 courses in one session
- 80% attendance in each course
- Pass all courses registered

We reserve the rights to claw back the granted scholarship if the conditions are not met.

12. **Distinguished Lecture Series**

Besides formal classes and field trips, we have arranged distinguished lecture series on a wide range of interesting topics to broaden your educational experience. It provides a platform for knowledge exchange and allows you to be exposed to a diverse array of people, backgrounds, and fascinating ideas.

For details and registration, please click [here](#).
13. Field Trip Arrangement

In this section, we would like to provide you with the information about your trip, itineraries and points to note during the trip. Please read through the details carefully and be punctual to all gathering date, time and venue.

<table>
<thead>
<tr>
<th>Field Trip Dates</th>
<th>Contact of Tour Escort</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hong Kong</td>
<td>12 to 15 July 2016</td>
</tr>
<tr>
<td>Beijing</td>
<td>Grace – Tel: (852) 9743 6777 (Day 1&amp;2)</td>
</tr>
<tr>
<td></td>
<td>Klaus – Tel: (852) 9046 4344 (Day 3&amp;4)</td>
</tr>
<tr>
<td>Beijing</td>
<td>10 to 14 July 2016</td>
</tr>
<tr>
<td>Shanghai</td>
<td>Ms LAM Po Ha – Tel: (852) 6692 9901</td>
</tr>
<tr>
<td>Xi’an</td>
<td>9 to 14 July 2016</td>
</tr>
<tr>
<td></td>
<td>Ms YU Wai Ming – Tel: (852) 3927 9381</td>
</tr>
<tr>
<td>Xi’an</td>
<td>9 to 14 July 2016</td>
</tr>
<tr>
<td></td>
<td>Ms HUEN Ching Yue Jackaline – Tel: (852) 9191 3491</td>
</tr>
</tbody>
</table>

Rules and Regulations:

1. You should wear the Summer School T-shirt on the first day of the trip and dress properly with a tidy and respectable outlook for the rest of the trip. Mini-skirts, hot pants and flip flops are considered not appropriate particularly for the campus visit.

2. You must arrive at the meeting point of the Hunghom Halls of Residence on time (please refer to the itinerary); otherwise you should make your own trip to the airport. You are held responsible for any loss arising from your lateness.

3. You are NOT allowed to stay behind after the trip or leave the group during the trip.

4. As you are representing PolyU, you should behave well, participate fully and cooperatively with our staff and tour guides during the trip.

5. To encourage cultural exchange, you will be assigned a roommate by our staff / tour guide.

6. You are held responsible for your valuables or personal belongings.

7. You are required to arrange your own travel insurance.

Itineraries and Info Sheet for Field Trip:
Please find the itineraries and relevant information sheet in the below links and be reminded that the itinerary is subject to change where the travel agency finds it necessary.

- Field trip to **Beijing** (10 – 14 July)
- Field trip to **Shanghai** (9 – 14 July)
- Field trip to **Xi’an** (9 – 14 July)
- Field trip in **Hong Kong** (12 – 15 July)

Undertaking:

All participants are required to complete the Field Trip Undertaking. Please return the completed form to us (email: polyu.summer@polyu.edu.hk) by 5 June 2016.
Life at PolyU and in Hong Kong

14. PolyU Student Accounts
   An email to inform you of the PolyU Student ID number and the log-in for PolyU email and student accounts should have been sent to you.

   If you have not activated your PolyU accounts yet, you may refer to the email again and follow the instruction here to complete the account registration. If you have any difficulty activating your accounts, you may email to itopenvw@polyu.edu.hk for enquiry.

   The PolyU Student Accounts helps to facilitate your learning and studies at PolyU.
   1) PolyU Net ID allows you to log in the systems, portals and the WIFI connection at PolyU.
   2) PolyU Connect Email Account is the official university email address for the University to communicates with you and for you to receive latest information at PolyU.
   3) PolyU eStudent is the student portal where you can update your personal information and to check your academic matters.

15. Student Handbook

16. Health Care
   A. Campus Clinic
      You are entitled to out-patient medical services provided by the campus clinic under the University Health Services (UHS).

<table>
<thead>
<tr>
<th>Hours</th>
<th>Opening Hours</th>
<th>Consultation Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday to Friday</td>
<td>8:45 a.m. - 5:35 p.m.</td>
<td>9:15 a.m. - 12:35 p.m. &amp; 2:00 p.m. - 5:20 p.m.</td>
</tr>
<tr>
<td>Saturday</td>
<td>9:00 a.m. - 12 noon</td>
<td>9:15 a.m. - 11:45 a.m.</td>
</tr>
<tr>
<td>Sundays &amp; public holidays</td>
<td>Closed</td>
<td></td>
</tr>
</tbody>
</table>
Fee
General consultation plus medicine costs HKD15 per visit.

Location
Room A001, Ground floor, Chung Sze Yuen Building (beside the main entrance of The Hong Kong Polytechnic University)

Appointment
You are strongly encouraged to make appointment in advance via the clinic’s website (www.polyu.edu.hk/uhs) or phone (2766 5433). Please note that you will need to present your student ID card for the service.

B. Evening and Sunday Clinics in Kowloon region – managed by Hong Kong Hospital Authority

<table>
<thead>
<tr>
<th>Name of Clinic</th>
<th>Address</th>
<th>Telephone No.</th>
<th>Evening Clinic (Mon-Fri)</th>
<th>Sundays Clinic</th>
<th>Public Holidays Clinic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Kowloon Health Centre</td>
<td>147A Argyle Street, Kowloon</td>
<td>2762 1456</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cheung Sha Wan Jockey Club General Out-patient Clinic</td>
<td>2 Kwong Lee Road, Cheung Sha Wan</td>
<td>2387 8211</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kwong Wah Hospital GOPD</td>
<td>1/F, TWGHs Tsui Tsin Tong Outpatient Building, Kwong Wah Hospital, 25 Waterloo Road, Kowloon</td>
<td>3517 2981</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name of Clinic</td>
<td>Address</td>
<td>Telephone No.</td>
<td>Evening Clinic (Mon-Fri)</td>
<td>Sundays Clinic</td>
<td>Public Holidays Clinic</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>--------------------------------------------------------------------------</td>
<td>---------------</td>
<td>--------------------------</td>
<td>----------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>Kwun Tong Community Health Centre</td>
<td>UG, 60 Hip Wo Street, Kwun Tong</td>
<td>2389 0331</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Li Po Chun General Out-patient Clinic</td>
<td>22 Arran Street, Mongkok</td>
<td>2393 8161</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Our Lady of Maryknoll Hospital Family</td>
<td>G/F, Out-patient Block, Our Lady of Maryknoll Hospital, 118 Shatin Pass Road, Wong Tai Sin</td>
<td>2354 2267</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Robert Black General Out-patient Clinic</td>
<td>600 Prince Edward Road East, San Po Kong</td>
<td>2383 3311</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Yau Ma Tei Jockey Club General Outpatient Clinic</td>
<td>1/F, 145 Battery Street, Yau Ma Tei</td>
<td>2272 2400</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

**Evening Clinic (Monday to Friday)**
Registration: 6:00pm to 9:30pm; Consultation: 6:00pm to 10:00pm

**Sundays’ Clinic**
Registration: 8:45am to 12:30pm; Consultation: 9:00am to 1:00pm

**Public Holidays’ Clinic**
Registration: 8:45am to 12:30pm AND 1:45pm to 4:30pm;
Consultation: 9:00am to 1:00pm AND 2:00pm to 5:00pm

Charge for non-Hong Kong Identity Card holders is HKD385 per attendance.

For a full list of general out-patient clinics managed by Hong Kong Hospital Authority and the related fees and charges, please refer to the website of the Hospital Authority [http://www.ha.org.hk/visitor/ha_visitor_index.asp?Content_ID=10052&Lang=ENG&Dimension=100&Parent_ID=10042](http://www.ha.org.hk/visitor/ha_visitor_index.asp?Content_ID=10052&Lang=ENG&Dimension=100&Parent_ID=10042)

**C. Hospitals**
The Hospital Authority manages **public hospitals** and out-patient clinics in Hong Kong across various regions. List of their hospitals and clinics are listed here:  
http://www.ha.org.hk/visitor/ha_visitor_index.asp?Content_ID=10036&Lang=ENG&Dimension=100&Ver=HTML

For **private hospitals** listed below, you may check for the charges and deposits with the hospital first.

<table>
<thead>
<tr>
<th>Name of Private Hospital</th>
<th>Telephone</th>
<th>Email</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hong Kong</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Canossa Hospital Caritas嘉諾撒醫院</td>
<td>2522 2181</td>
<td><a href="mailto:enquiry@canossahospital.org.hk">enquiry@canossahospital.org.hk</a></td>
<td>1 Old Peak Road</td>
</tr>
<tr>
<td>Hong Kong Adventist Hospital港安醫院</td>
<td>3651 8888</td>
<td><a href="mailto:hkahinfo@hkah.org.hk">hkahinfo@hkah.org.hk</a></td>
<td>40 Stubbs Road</td>
</tr>
<tr>
<td>Hong Kong Sanatoroium &amp; Hospital Limited養和醫院</td>
<td>2572 0211</td>
<td><a href="mailto:hospital@hksh.com">hospital@hksh.com</a></td>
<td>2 Village Road, Happy Valley</td>
</tr>
<tr>
<td>Matilda &amp; War Menorial Hospital明德醫院</td>
<td>2849 0111</td>
<td><a href="mailto:assessment@matilda.org">assessment@matilda.org</a></td>
<td>41 Mount Kellett Road, The Peak</td>
</tr>
<tr>
<td>St. Paul's Hospital 聖保祿醫院</td>
<td>2890 6008</td>
<td><a href="mailto:enquiry@mail.stpaul.org.hk">enquiry@mail.stpaul.org.hk</a></td>
<td>2 Eastern Hospital Road, Causeway Bay</td>
</tr>
<tr>
<td>Kowloon</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evangel Hospital 播道醫院</td>
<td>2711 5221</td>
<td><a href="mailto:info@evanhosp.org.hk">info@evanhosp.org.hk</a></td>
<td>222 Argyle Street</td>
</tr>
<tr>
<td>Hong Kong Baptist Hospital香港浸信會醫院</td>
<td>2339 8888</td>
<td><a href="mailto:info@hkbh.org.hk">info@hkbh.org.hk</a></td>
<td>222 Waterloo Road</td>
</tr>
<tr>
<td>Precious Blood Hospital Caritas寶血醫院</td>
<td>3971 9900</td>
<td><a href="mailto:enquiry@pbh.hk">enquiry@pbh.hk</a></td>
<td>113 Castle peak road, Shamshuiipo</td>
</tr>
<tr>
<td>St. Teresa's Hospital 聖德肋撒醫院</td>
<td>2200 3434</td>
<td><a href="mailto:sth@sth.org.hk">sth@sth.org.hk</a></td>
<td>327 Prince Edward Road</td>
</tr>
<tr>
<td>New Territories</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tsuen Wan Adventist Hospital荃灣港安醫院</td>
<td>2276 7676</td>
<td><a href="mailto:info@twah.org.hk">info@twah.org.hk</a></td>
<td>199 Tsuen King Circuit, Tsuen Wan</td>
</tr>
<tr>
<td>Union Hospital 仁安醫院</td>
<td>2608 3388</td>
<td><a href="mailto:csa_cc@union.org">csa_cc@union.org</a></td>
<td>18 Fu Kin Street, Tai Wai</td>
</tr>
</tbody>
</table>
D. Medical Emergency

For **emergency** situations where police / fire engines / ambulance are needed, please **dial 999** for assistance.

**During Office Hour:**
- Call PolyU International Affairs Office (IAO) Hotline at 9189 5089
- Call UHS at 2766 5433 for assistance
- Call FMO Campus Security Control Centre at 2766 7999
- Dial 999 for serious conditions without delay, then inform Campus Security Control Centre (2766 7999)

**After Office Hour:**
- Call PolyU International Affairs Office (IAO) Hotline at 9189 5089
- Call FMO Campus Security Control Centre (Rm P111) at 2766 7999 (24hours)
- Dial 999 for serious conditions without delay, then inform Campus Security Control Centre (2766 7999) for assistance
- Go to the nearest Accident & Emergency Department - **Queen Elizabeth Hospital** is the nearest hospital with Accident & Emergency Services
  
Address: 30 Gascoigne Road, Kowloon
Telephone: 3506 8888

17. Facilities on Campus

With your PolyU Student ID Card, you will have access to the following facilities on PolyU Campus:

A. IT Facilities

IT facilities are available in the following locations in PolyU:
- Computer room, 2/F, PolyU Student Halls of Residence in Hung Hom
- Student Computer Centre, 3/F & 4/F, Li Ka Shing Tower (Core M)
- Pao Yue-kong Library

Although access of IT facilities on PolyU campus is available, you are strongly advised to bring along a **laptop** for your personal use.
B. Pao Yue-kong Library
Apart from lending service, printing and photocopy services are also available in the Library. You can pay by Octopus card. Please be reminded to return all books and items borrowed to the Library prior to your departure.
For opening hours and details of the Library, please refer to the Library’s website https://www.lib.polyu.edu.hk/

C. Sports Facilities
You can use an array of sports facilities during your stay in PolyU with advanced bookings at the relevant sports centres.
For opening hours, charges and regulations for use of sport facilities, please find more information at: http://www.polyu.edu.hk/sao/facilities/sports-facilities/.

D. Catering Outlets on Campus
Within the campus, there are different catering outlets offering an extensive range of Asian and Western cuisines to suit different needs of the University community. Check out for the various choices available here: https://www.polyu.edu.hk/fo/FO_Web/index.php?page=8&subpage=catgtcc

E. Use of Gym
Gym is available on the main campus and at the Student Halls of Residence. Students who wish to use the gym on campus or at the student halls of residence is required to take the Fitness Room User Introductory Course (http://www.polyu.edu.hk/stars/curriculum/physical-development/fic.html). If you are a qualified user at your home country, you may apply for exemption from taking the Fitness Room User Introductory Courses by provide certificate / supporting letter from your home university that could prove you are a qualified fitness room user. Please contact Office of Counselling and Wellness (Sports Development) at 2766 6778 / 2766 6780 for details.
18. General Information of Hong Kong

Weather
It will be the summer time in Hong Kong in July and August. Weather will be hot and humid with occasional showers and thunderstorms, particularly during the mornings. Temperature ranges approximately from 26 to 35 °C with high humidity. However, there is usually a fine dry spell which may possibly last for one to two weeks in July. For details of Hong Kong’s climate, you may visit the Hong Kong Observatory’s website: http://www.hko.gov.hk/cis/climahk_e.htm

When it gets closer to your departure date, you may also have a quick check on the 9-day weather forecast at HKO’s website: http://www.hko.gov.hk/wxinfo/currwx/fnd.htm

Money Matters
Currency of Hong Kong is Hong Kong Dollars (HKD).

A. Currency exchange
Money exchangers can easily be found at the airport, the Hunghom train station next to the campus, and Tsim Sha Tsui, a tourist area where PolyU is situated.

Please be reminded to exchange some Hong Kong Dollar at your home country or at the Hong Kong International Airport upon arrival as you will need it for public transportation to the PolyU Student Halls of Residence in Hung Hom.

B. Withdrawal from ATM
ATMs are widespread and operate 24 hours. Please check with your local bank before arriving in Hong Kong if (1) your ATM card can be used in Hong Kong and (2) there will be any handling fee. ATM machines of several banks are available on campus at Core VA.

C. Bank
Hang Seng Bank has a branch office on campus which is located at Core VA. Opening hours: 9am – 5pm, Monday to Friday, except public holidays.

Phone and Data Services
Mobile phones are commonly used in Hong Kong. If you need mobile phone service, with or without data service, during your stay in Hong Kong, you can consider buying a “pre-paid card”, which can be used instantly after purchase. Pre-paid card for both local and international calls are widely available at the convenience shops like 7-11 or Circle K, or...
retails outlets of different mobile phone service providers. Credits can be topped up by buying recharge cards.

Wi-Fi is available in the PolyU campus, where you can log in to the network with your PolyU Student ID number. Prior to that, Wi-Fi is also available in the campus for the public, but mainly at the Library, podium area, canteens and some open public areas.

Wi-Fi is available at the common areas at the Student Halls of Residence in Hung Hum. Inside your room, you may connect to the Internet with your own LAN cable to the LAN port equipped in every room. There is also a computer room in the Student Halls where you can be connected to the Internet (after your PolyU NetID is activated).

Wi-Fi service is also available in the public area in Hong Kong. For details, please visit the website of “Discover Hong Kong”: [http://www.discoverhongkong.com/eng/plan-your-trip/practicalities/communications/wi-fi.jsp](http://www.discoverhongkong.com/eng/plan-your-trip/practicalities/communications/wi-fi.jsp)

**Electricity and Voltage**
The standard electrical voltage in Hong Kong is 220 volts AC, 50Hz. You will need a transformer for any appliance or electrical equipment if it does not fit. The majority of electrical outlets in Hong Kong take a **three-pronged UK-style plug**. You can bring along with you an adaptor or buy one at the supermarkets or convenience stores in Hong Kong.

**Octopus Card**
The Octopus Card is a stored value smartcard widely used in Hong Kong and can easily be purchased at any railway stations.

It is valid on all forms of public transport in Hong Kong (e.g. MTR, Bus, Tram, Ferry) except on taxi. We also use it to settle payment in convenient stores, supermarkets or any shops that offer payment by Octopus Card.
Departure

19. To-do’s before leaving Hong Kong

Here are a couple of important things you need to do before you leave in order to complete your summer school programme officially and to obtain the transcript:

- I have checked the expiry date of my student visa and arranged my travel plan accordingly.
- I have cleared all outstanding payment and returned all loaned items at library.
- I have refunded the stored value on my Student ID Card.
- I have returned my Student ID Card to the Student Halls upon check-out.
- I have updated my contact information (e.g. correspondence address) on eStudent.
- I have submitted the Feedback Form. (to be provided closer to the end of programme)

Please note that it is very important for you to exit Hong Kong before your visa expires. If you wish to stay longer in Hong Kong for leisure, you may have to exit Hong Kong on the expiry date and return next day as a tourist if you do not need a visa to enter Hong Kong.

We will also check if you have settled any outstanding payment and clear the library loans upon receipt of your Student ID card. Transcript can only be issued when the above-mentioned points are completed.

20. Transcript

You may view your exam results on the eStudent Page once results are announced. Your PolyU account will be expired afterwards. Therefore, please print out the results for your home university or email a copy to your personal email account for record.

ONE (free of charge) official Transcript will be sent to your home institution in September, provided you have completed action points listed above.

Should you require an extra copy, please apply with the Academic Secretariat by completing the application form which can be downloaded from http://www.polyu.edu.hk/as/eng_forms/as3.doc. For enquiries regarding the application of extra transcripts, please contact AS directly by emailing to asdept@polyu.edu.hk.
Contacts

21. Useful Contacts

Academic Secretariat Service Centre
Address: Room AG205, Podium level (temporary address until end of September 2016)
Tel: 2333 0600
Email: asdept@polyu.edu.hk
Opening Hours: Monday to Friday, 9:00am – 7:00pm; Saturday 9:00am – 12:00nn

International Affairs Office (IAO)
Address: Room 1601, 16/F, Li Ka Shing Tower
Tel: 2766 5116
Email: polyu.summer@polyu.edu.hk
Walk-in enquiry hours: Monday to Friday (except Public Holidays), 3:00pm – 5:00pm
Office hours: Monday to Friday (except Public Holidays), 9:00am – 12.30pm, 1.30pm – 6:00pm

MISS Centre (Mainland and International Students Services)
Address: ST314, 3/F, Ng Wing Hong Building
Tel: 3400 2608
Opening hours: Monday to Friday, 9:00am – 12:30pm; 2:00pm – 6:00pm

Centre STARS (Student Advancement and Resources)
Address: ST314, 3/F, Ng Wing Hong Building
Tel: 2766 6800
Opening hours: Monday to Friday, 9:00am – 5:30pm; Saturdays, 9:00am – 12:00nn

Campus security hotline (24 hours): 2766 7666

Campus emergency number (24 hours): 2766 7999

Student Halls of Residence (Hung Hom): 3159 0000

Hong Kong Emergency Line (police, fire, ambulance, etc): 999
Campus Map

http://www.polyu.edu.hk/fmo/eMap/map.php