Applications are invited for admission in September 2018 to read for the degree of Bachelor of Housing Management offered by the Department of Urban Planning and Design, Faculty of Architecture. The Bachelor of Housing Management is a 20-month part-time conversion programme that is designed to broaden and deepen the knowledge of the Professional Diploma in Housing Management graduates.

**Composition Fees:**
The composition fee for 2018-2019 is $109,380 for the whole programme. The composition fee is subject to approval.

**Application:**
Application forms can be downloaded from the following website:
http://www.arch.hku.hk/programmes/upad/bachelor-of-housing-management/admissions

**Submission of application form in person or by post to:**
Admissions Office,
Room G14, Ground Floor, Main Building
The University of Hong Kong
Pokfulam Road, Hong Kong.
(Please refer to # on the first page of the Application Form regarding supporting documents.)

**Deadline: 2 January 2018.**

**Contacts:**
Further information on the curriculum may be obtained from:
Department of Urban Planning and Design
The University of Hong Kong
Pokfulam Road
Hong Kong
Telephone No.: 3917 1787

Website: http://www.arch.hku.hk/programmes/upad/bachelor-of-housing-management/

**Notification of results:**
Applicants will be notified by mail of the application result by mid-May 2018.

**Checklist:**
- Completed application form
- Supporting documents: Officially certified copy of HKID card/passport, academic transcript, public examination results e.g. HKCEE and HKALE results and proof of working experience
- $450 Application Fee (Please refer to the “Payment of Application Fee” sheet for details of payment)
- Correspondence address labels
- Acknowledgment receipt (optional)

Oct 2017
THE UNIVERSITY OF HONG KONG
FACULTY OF ARCHITECTURE
DEPARTMENT OF URBAN PLANNING AND DESIGN
Application for Admission
Bachelor of Housing Management (Part-time) 2018-2019

Please read these notes before filling in the form:

1. This form must be completed and returned to the Admissions Office, Room G14, Ground Floor, Main Building, The University of Hong Kong together with
   (i) the supporting documents (HKID card/passport, academic transcript and public examination results e.g. HKDSE, HKCEE and HKALE results)#
   (ii) the proof/authorization of payment of the non-refundable application fee of HK$450 (Please refer to the “Payment of Application Fee” sheet).

2. Please note that the closing date for application for admission is 2 January 2018. Late applications will not normally be accepted.

1. PERSONAL INFORMATION

Mr./Mrs./Miss/Ms. * (Please fill in your full name [surname first] in block letters, as in your H.K. Identity Card)

Name in Chinese (if any)

Identity Card Name in CC code

Date of Birth       Sex
Year   Month   Day


University Number (if admitted to HKU previously)

Correspondence Address

Contact Numbers

Mobile/Pager No.  E-mail:

Do you require a student visa/entry permit to study in Hong Kong?       Yes**  No

# Please note that the University will only accept originals or copies of the documents that have been duly declared as true copies before a notary public (e.g. a Commissioner for Oaths at a City District Office in Hong Kong). Copies of documents may be certified by the appropriate officials of your home institution if you are an overseas applicant. Transcripts and diplomas which are not in English should be accompanied by a certified translation in English. Mature applicants (attained 25 years of age on or before 1 September 2018) should provide certified true copy of the Birth Certificate/Hong Kong Identity Card/Passport. No photocopies will be accepted. Please DO NOT send your original documents by post. The University is not responsible for any documents lost in the post.

* Please delete as appropriate.

** Please tick as appropriate.
2. SECONDARY SCHOOL EDUCATION

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Period of Attendance</th>
<th>Full-time/ Part-time</th>
<th>Level of Studies (HKDSE, HKCEE, HKALE etc.)</th>
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3. ACADEMIC QUALIFICATIONS

a. Professional Diploma in Housing Management (formerly known as Diploma in Housing Management or Certificate in Housing Management):

(Please attach photocopy of full educational certificates and transcripts of the Professional Diploma in Housing Management)

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Date of Award</th>
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b. Other qualifications:

<table>
<thead>
<tr>
<th>Title of Degree/diploma</th>
<th>Duration of Course (Please state FT or PT, and no. of years)</th>
<th>Major Subject</th>
<th>Honours Classification</th>
<th>Awarding Institution (Please state country)</th>
<th>Date of Award</th>
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4. CURRENT STUDIES

Complete this section if you are still enrolled for a degree or diploma at an institution and have not completed all requirements for its award, including passing final examinations.

<table>
<thead>
<tr>
<th>Title of Degree/diploma</th>
<th>By Research or Coursework</th>
<th>Present Stage of Studies</th>
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<tr>
<td>Institution (Please state country)</td>
<td>Expected Date of Completion of Studies</td>
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Note: University regulations prohibit concurrent registration by a student of this University for another post-secondary qualification either at this University or at another institution, unless approval of the Senate has been obtained in advance. A student in breach of this regulation may be required to discontinue his or her studies in this University.

5. EXAMINATION RESULTS

(Please list below, in chronological order, results of public examinations and international English tests you have attended and the subjects of public examinations and/or international English tests you will take in 2018, e.g. HKDSE, HKCEE, HKALE, SAT reasoning test, IELTS, TOEFL. Please use separate sheet if necessary.)

<table>
<thead>
<tr>
<th>Year</th>
<th>Examination</th>
<th>Subjects and Grades</th>
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6. PROFESSIONAL QUALIFICATIONS
(Attach officially certified documentary evidence)

<table>
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<tr>
<th>Type of Membership</th>
<th>Abbreviation</th>
<th>Awarding Institution (Please state country)</th>
<th>Date of Award</th>
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7. RELEVANT WORKING EXPERIENCE

<table>
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<tr>
<th>Appointment</th>
<th>Dates</th>
<th>Name of Organization</th>
<th>Nature of Duties</th>
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8. PRESENT OCCUPATION

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<th>Position Held</th>
<th>Starting Date</th>
<th>Name and Address of Firm or Organization</th>
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9. REASONS FOR INTEREST IN THIS PROGRAMME

________________________________________________________________________

________________________________________________________________________

10. PERSONAL STATEMENT
Please provide information which you feel will be of interest to the admissions tutors and will help them know you better e.g. your reasons for applying to HKU, the chosen curricula, extra-curricular activities, participation in voluntary work, past working experience, career aspirations and other achievements. Attach separate sheets if necessary.

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11. SUPPORTING DOCUMENTS

I attach the following documents in support of my applications:

- [ ] A photocopy of my Hong Kong Identity Card. (For applicants applying on grounds of “mature age”, an officially certified copy of the document is required)
- [ ] Officially certified copy of full educational certificates and transcripts
- [ ] Official copy of international English tests results, e.g. SAT reasoning test, IELTS, TOEFL, if applicable
- [ ] Testimonials or their documentary proof of the applicant’s working experience

12. WHERE DID YOU LEARN ABOUT THE PROGRAMME?

13. PREVIOUS PROGRAMME(S) OF STUDY AT THE UNIVERSITY

Applicants who have previously studied at The University of Hong Kong must complete this section. Please indicate

(a) whether you have been de-registered by the University due to outstanding fee payment  
   # Yes [ ] No [ ]
   (outstanding fees must be settled before an offer of admission can be made)

(b) whether you were discontinued from studies by the University (by regulation, you cannot be re-admitted to the same programme of study. This will not however affect your chance of admission to other programmes.)
   # Yes [ ] No [ ]

# Please tick as appropriate.

If the answer to (a) or (b) is yes, please specify the curriculum and year of study: ______________________________

Note: Failure to provide such information may lead to disqualification even after admission.

14. DECLARATION

1. I declare that the data given in support of this application are, to the best of my knowledge, accurate and complete. I understand that the data will be used in the admission decision process and that any misrepresentation will disqualify my application for admission and enrolment in the University.

2. I authorize The University of Hong Kong to obtain, and the Hong Kong Examinations and Assessment Authority and other relevant authorities to release, any and all data concerning my results of the HKDSE, HKALE and HKCEE, other public examinations, and my studies in institutions in Hong Kong and elsewhere. I also authorize The University of Hong Kong to use my data in this form for the purpose of obtaining such information.

3. I authorize The University of Hong Kong to use my data to carry out checks on my academic status, such as multiple admission applications, records of previous studies in educational institutions. Similarly, I authorize the University to use my data for checks in regard to my employment history.

4. I understand and accept that, upon my registration in a programme, the data in this form and those the University is authorized to obtain will become a part of my student record and may be used, processed, and transferred for all legitimate purposes relating to my academic and non-academic activities in accordance with the procedures of the University.

5. I understand that if I am a current full-time Bachelor’s degree student in one of the local UGC-funded tertiary institutions or a de-registered or discontinued student of the University and I fail to declare this, I may be disqualified even after being offered admission.

6. I note the general points pursuant to the Personal Data (Privacy) Ordinance as set out in the Personal Information Collection Statement.

________________________________________  ________________________________________
Signature                                      Date
Please fill in the following correspondence address labels:

<table>
<thead>
<tr>
<th>Name:</th>
<th>Name:</th>
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<tbody>
<tr>
<td>Address:</td>
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THE UNIVERSITY OF HONG KONG

Payment of Application Fee

1. The application fee is HK$450 (non-refundable).

2. Methods of Payment:

   Local applicants residing in Hong Kong:

   (a) Please pay the application fee, using one of the methods overleaf;

   or

   (b) Please complete the form below for payment by credit card.

If you are using the payment methods in 2(a) above, it is essential that the original ATM customer advice, or in the case of internet banking, a printed copy of the bank’s acknowledgement statement which contains the payment reference number be stapled to your application form for submission to the University. Please retain a photocopy of the receipt as proof of payment of the application fee.

Overseas applicants should pay by bank draft (in Hong Kong Dollars) drawn on a bank in Hong Kong and made payable to “The University of Hong Kong”, or by credit card (please complete the form below).

______________________________________________________________________________

CREDIT CARD PAYMENT

Full name of applicant (as given on the application form): ________________________________

Please complete and attach this form to your application if you choose to pay the application fee by credit card.

<table>
<thead>
<tr>
<th>Credit Card (Please tick)</th>
<th>☐ VISA  ☐ MasterCard</th>
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<tbody>
<tr>
<td>Name printed on credit card (BLOCK LETTERS)</td>
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<tr>
<td>Card Number</td>
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<tr>
<td>Expiry Date</td>
<td>□□ / □□ (Month/Year)</td>
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To the Registrar:

I hereby authorize The University of Hong Kong to charge HK$450 to the above credit card account to cover the application fee for undergraduate admissions in 2018 / 2019.

Signature of credit card holder: ________________________________ Date: ______________________

(Please use authorized signature as on your credit card.)
Methods of Payment (for Local Applicants only)

<table>
<thead>
<tr>
<th>Payment method</th>
<th>Procedures</th>
<th>Receipt to be attached to the application form</th>
</tr>
</thead>
</table>
| ATM (Automatic Teller Machine) | 1) Locate an ATM with ‘Bill Payment’ function  
2) Select “Bill Payment”⇒“Education”⇒“The University of Hong Kong”  
*(Please do not use the account transfer function for payment)*  
3) Enter Bill Type: “06” Other Fees  
4) Enter 14-digit Bill Account Number: “2099999834001”  
5) Enter amount of payment: HK$450  
6) Please retain a copy of the ATM transaction advice as your proof of payment. | Original ATM customer advice |
| Internet banking | 1) Logon to any of the following websites:  
HSBC <http://www.hsbc.com.hk>  
Hang Seng Bank <http://www.hangseng.com>  
JETCO <http://www.jetco.com.hk>  
BEA <http://www.hkbea.com>  
2) Make bill payment by choosing the following function:  
*(Please do not use the account transfer function for payment)*  
HSBC: View and Pay Bills  
Hang Seng Bank: View and Pay Bills  
JETCO: JET Payment  
BEA: Bill Payment / CyberPayment / JET Payment  
3) Select “The University of Hong Kong” as the merchant for payment  
4) Enter Bill Type: “06” Other Fees  
5) Enter 14-digit Bill Account Number: “2099999834001”  
6) Enter amount of payment: HK$450  
7) Please print a copy of the bank transaction confirmation as your proof of payment | A printed copy of the bank's acknowledgement statement which contains the payment reference number |
THE UNIVERSITY OF HONG KONG

Personal Information Collection Statement
for
Applicants and Students

1. This is a personal data collection statement made under the Personal Data (Privacy) Ordinance (“the Ordinance”).

2. Personal data provided by you to The University of Hong Kong (“the University”) through the completion of admission application and, if admitted, through the registration procedures and during studies at the University will be used for the University to perform its administrative, education, academic and research functions, and for the directly related purposes.

3. Unless otherwise specified, provision of personal data is voluntary. However, failure to provide the relevant personal data will render the University unable to perform the relevant functions, e.g. unable to consider your application for admission or provide the facilities or services.

4. Without prejudice to the foregoing, the purposes and use of the personal data collected are elaborated as follows.

5. As regards your application for admission, the personal data collected will be used for the purposes prescribed in the application forms/documents and will serve the following purposes:
   a. as basis for selection for admission, award of entrance scholarships, and communication on admission-related matters;
   b. as evidence for verification of your identity, your qualifications and academic records in relevant institutions and organizations in Hong Kong or other places, and other information provided in the application forms/documents; and
   c. identifying possible multiple applications and records of your previous and existing studies at the University and other institutions.

6. In case of application for admission to a programme jointly offered or collaborated by the University and its partner institution(s), your personal data provided to the University will be transferred to the partner institution(s) concerned for the purposes as stated in paragraph 5 above.

7. If you are admitted as a student of the University, your personal data provided during the application process will be transferred to the student record system of the University, together with your personal data (including the photo image) provided during registration, to become part of your official student records.

8. Personal data of the students of the University will be used for all purposes relating to studies at, activities conducted by, and facilities, services and benefits provided by the University (in particular those governed by the relevant regulations, policies and procedures of the University). Personal data and photo images of students may also be
used by the Hong Kong University Students’ Union for the production of membership cards and conduct of activities.

9. Personal data of the students of the University (including study records) will be used by the University, during studies at and after leaving the University, for conducting statistical analysis, research, survey, review and audit.

10. Upon leaving the University, personal data of the students of the University will also be used for maintaining contact, updating the latest developments of the University, and provision of information (such as activities of the University).

11. Your personal data will be kept confidential and handled by the authorized staff members of the University. The University may transfer your personal data to parties outside the University, for the above functions and purposes, such as processing of student visa, arrangements of activities (including but not limited to exchanges, internships, placements, and field trips), and granting of scholarships and financial aids, and when it is required by law.

12. Under the provisions of the Ordinance, you have the right to request the University to ascertain whether it holds your personal data, to request it to supply to you a copy of the data, and to apply for correction of the data, as necessary. Applications for access to personal data should be made by using the specified form and on payment of a fee. Requests for correction of personal data should be made in writing with supporting documentation. Please address such applications and requests to the Data Protection Officer, Registry, The University of Hong Kong, except for requests for access to examination-related personal data which should be submitted to the office of the home Faculty direct.

13. You may click here for the Privacy Policy Statement of the University.

H.W.K. Wai
Registrar

July 2016
Dear Sir/Madam,

Your application for admission has been well received and is under consideration by the Faculty and Department concerned.

Regards

Admissions Office