

香港中文大學新亞書院會友樓申請表
Application for Friendship Lodge, New Asia College
The Chinese University of Hong Kong

I. 申請人須知 IMPORTANT NOTES

1. 申請人必須為隸屬新亞書院之全職大學僱員。Applicant must be full-time University staff affiliated with New Asia College.
2. 家庭單位之申請人須為已婚職員。Applicant of family flat should be married full-time staff.
3. 申請人須聲明其本人及配偶不具申領大學房屋津貼之資格及；及未有接受香港政府提供之房屋津貼。Applicant must prove that he/she is not entitled to University housing subsidy and that his/her spouse is not receiving housing subsidy of any kind from the HKSAR government.
4. 申請人提供的個人資料僅供此項申請使用，申請程序完成後資料將會被銷毀。倘申請人成功獲得編配住宿單位，新亞書院則有權在申請程序完成後仍保留其個人資料至不再需用為止。Personal information provided will only be used for this particular application and will be destroyed afterwards. However, New Asia College reserves the right to keep the personal information of successful applicants as long as necessary.
5. 在本表格上報的個人資料屬自願性質。若閣下未有提供足夠資料，我們可能無法處理閣下的申請。The provision of personal data on this form is voluntary. However, if insufficient information is provided, we may not be able to process your application.
6. 凡獲書院編配單位的教職員須簽署合約，合約年期由書院常務委員會決定，一般為期不超過三年（以每年七月三十一日為合約終止期）。Successful applicants are required to sign a contract. The term of the contract is to be determined by the Standing committee of the New Asia College which generally does not exceed three years. (Contract termination date: 31st July)

II. 申請詳情 Application Details

申請種類 Type of Application:

- | | |
|---|--|
| a. <input type="checkbox"/> 首次申請
New application | <input type="checkbox"/> 續約
Renewal of contract |
| b. <input type="checkbox"/> 單人房間
Single room | <input type="checkbox"/> 家庭單位
Family flat |

III. 申請人資料

Applicant's Particulars:

姓名 _____ 職員證號碼 _____ 性別 _____
Name: _____ Staff ID: _____ Sex: _____

部門 _____ 職位 _____
Department: _____ Post: _____

內線 _____ 電郵 _____
Extension: _____ Email: _____

加入新亞日期 (月/年) (MM/YYYY) _____ 合約年期至 (日/月/年) (DD/MM/YYYY) _____
Date of joining New Asia: _____ Contract until: _____

目前每月薪金 _____
Present Salary: _____

你是否正接受香港中文大學所提供之房屋福利? 是 / 否

Are you receiving housing benefits from CUHK? Yes / No

婚姻狀況 _____ 子女數目 _____
Marital Status: _____ No. of Children: _____

IV. 家庭狀況 (與申請人經常同住者。如申請單身房間，則不用填寫)

Family Particulars (Persons who regularly reside with the applicant. No need to fill in when applying for a single room)

姓名 Name	關係 Relations	性別 Sex	年齡 Age	職業 / 月薪 Occupation / Salary	是否會同住於宿舍? Will live in the same staff quarters? 是 / 否 Yes / No
	配偶 Spouse				

a. 配偶服務機構及職位

Post and employer of the spouse: _____

b. 配偶是否正接受僱主所提供之房屋福利? 是 / 否

Is your spouse receiving housing benefits from his / her employer? Yes / No

V. 申請人現時居住情況

Present Accommodation:

a. 住所類型 Type of housing:

自置物業 租賃物業 公共房屋 其他，請說明 Others, please
Own Property Rented Property Public housing specify: _____

b. 地址

Address: _____

c. 購置 (每月按揭還款)

Purchased property (Monthly mortgage repayment \$ _____)

d. 租賃 (每月租金)

Rented property (Monthly rental \$ _____)

e. 居所總面積

平方尺

Total area of present accommodation: _____ square feet

f. 共住於上址親屬人數 (請說明同住者之親屬關係)

Number and relations of the members living at the above address:

VI. 申請人如有任何入住宿舍之特殊理由，請詳細說明以供考慮。(如職務需要)

Please state your justifications below that you wish the Committee to note while considering your application. (e.g. operational needs)

VII. 申請人對書院之貢獻

Applicant's Contribution to the College

為支持閣下申請，請在以下適當位置填上✓號。

To support your application, please kindly tick the following box(es) if appropriate:

- 院務委員 College Fellow 年資 Year: _____
 書院各委員會/小組主席及任期 Chairperson of College Committee/ Task Force with Terms

- _____
 書院各委員會/小組成員及任期 Member of College Committee/ Task Force with Dates

- _____
 擔任書院通識教育課程的導師 Teacher of GENA Course
課程編號 Course Code: GENA_____ 年資 Year: _____

- 走讀生舍堂/宿舍舍監 Non-residential Hall/ Warden of Hostel

- _____
 交流團領隊 Leader of Study Tours _____

- 書院院系聯絡人 College Coordinator 年資 Year: _____

- 協助書院活動及日期 Assistance to College events and date

- _____
 學生活動導師或講者 Mentor/ Speaker of student activities

- _____
 出席書院活動及日期 Participation in College Activities with Dates

為著書院未來發展(如學生全人教育、校友事務、教職員發展等方面)，請簡述個人期望可為書院作出的貢獻。For the future development of the College (e.g. students' whole-person education, alumni affairs, staff development, etc.), please briefly describe your personal expectations for how you can contribute to the College.

VIII. 聲明

Declaration

本人謹此聲明就本人所知，是次申請所提供的資料均屬真實、正確及完整。

I declare that all information given in this application form is true, correct and complete to the best of my knowledge.

日期
Date: _____

申請人簽名
Signature of Applicant: _____