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1. Introduction

Message from the President

A very warm welcome to UOW College Hong Kong! You are now part of the vibrant and global community of the University of Wollongong.

As you undertake your programme at the College, it is our goal to foster your intellectual and personal development and help you to realize your potentials. This philosophy has led us to devote resources to your whole person development and the provision of comprehensive student services.

Much care has been given to developing the range of student services outlined in this booklet, and we urge you to take advantage of them. The various services and activities, which include student counselling, leadership training, overseas study tours and other co-curricular activities, are all aimed at enriching your experience here as a student and making your life at our College unique and fulfilling. We strongly believe in the merit of combining these with academic studies for the benefit of your whole-person development.

If you need any advice regarding these services, you are most welcome to contact Mr Ivan Lau, Director of Student Services at UOWCHK, or the Student Affairs Coordinator in your Faculty.

We hope you will find life at the College a satisfying and rewarding experience. You have our best wishes and support!

Vanessa Bourne

President

UOW College Hong Kong

About This Guide

This booklet is designed to provide you with information about policies, procedures and services that will help you with your studies. The booklet details some of your student rights, what is expected of you as a UOWCHK student and how and where to get help if needed. Use this booklet together with the College web sites as a comprehensive guide.

Members of The Student Centre
Mr Ivan Lau, Director of Student Services Email: ivanl@uow.edu.au
Miss Oyan Wong, Executive Officer Email: nywong@uow.edu.au
Miss Fiona Luk, Executive Officer Email: fluk@uow.edu.au
Miss Agnes Lee, Clerical Officer Email: agnesl@uow.edu.au
Faculty Student Affairs Coordinators
Dr Mandy Chan, Faculty of Arts and Humanities Email: smchan@uow.edu.au
Mr Jay To, Faculty of Business Email: sum@uow.edu.au
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Ms Rita Yeung, Faculty of Social Sciences Email: ryeung@uow.edu.au

2. Student Mentorship Scheme (SMS)

Student Mentorship Scheme helps Year 1 students adapt to the social and academic life on campus. The role of the mentors is as follows:

- To phone the mentees individually before the semester and welcome them to the College
- To meet with the mentees on the first day of the semester
- To organise activities to help the mentees find their way around, especially during the first month
- To answer any questions the mentees may have throughout their first year of study

Typical activities organised by mentors include social gatherings, sharing sessions, learning skills workshops, etc. Mentors are expected to remain in contact with their mentees for the whole year.

The SMS contributes to the leadership development of our students. Participation in the SMS can be used to support an application for the UOWCHK Outstanding Student Leadership Award.

Bachelor Degree, Associate Degree and Higher Diploma students in Year 2 or above may contact their Programme Leaders if they are interested in participating in the SMS.

3. Student Ambassador Scheme

The College has always had enthusiastic students who volunteered to serve as Student Ambassadors. The UOWCHK Student Ambassador Scheme aims to establish a bridge between the UOWCHK and their alma mater from which the Student Ambassadors graduated. Students are drawn from different faculties of the UOWCHK and given training in business etiquette and effective teamwork in preparation for guest reception services in different college events. These Student Ambassadors serve UOWCHK with pride and will share their study experience and campus life in events such as school visits, parents' day, admission, and orientation day so as to let their junior schoolmates learn more about how to succeed in college life.

The objectives of the Scheme are as follows:

- To foster students' whole person development, particularly in developing positive attitude, leadership, problem solving abilities, communication and interpersonal skills as well as broadening students' social exposure, international outlook and life experience
- To enhance students' knowledge of, and sense of belonging to, UOWCHK through the practical experience of serving the College
- To develop a pool of Student Ambassadors to help promote the image of the College
- To achieve the aforesaid objectives, the Student Ambassadors are required to attend a comprehensive training programme and to offer services to the College

Who are the Student Ambassadors?

The Student Ambassadors are a selected group of non-final year students from different disciplines with positive attitude, good communication skills, social knowledge, good common sense, and proficiency in Cantonese and English (proficiency in Putonghua is also preferred). They are either nominated by Dean/ Associate Dean or self-applied to join the programme.

Like the Student Mentorship Scheme, participation in the Student Ambassador Programme contributes to the leadership development of our students. Participation in this programme can also be used to support an application for the UOWCHK Outstanding Student Leadership Award.

Student Ambassador Scheme Coordinators

Dr Fion Lee, Assistant Professor of Faculty of Business
Email: fion_choi_hung_lee@uow.edu.au

Mr Paul Yee, Lecturer of Faculty of Business
Email: yee_ching_pak_paul@uow.edu.au

4. Student Counselling Services

The College provides effective personal development and counselling services, and mental health awareness education to students. In particular, we organise a wide range of activities and programmes in relation to personal development and mental health education for students with different academic and cultural backgrounds.

Personal Counselling

Through the provision of support services and personal development advice, students will be able to receive direct assistance to alleviate their emotional distress, explore their personal attributes and develop coping abilities. We aim at enhancing students' personal growth which will in turn facilitate their pursuit of academic results in optimal conditions.

Please make appointment by phone:

Kowloon City Campus: 2707 3111
Telford Campus: 2707 9440

OR

visit our General Offices at:

Kowloon City Campus: UOW College Hong Kong,
1/F, Le Billionnaire, 46 Sa Po Road,
Kowloon City

Telford Campus: UOW College Hong Kong,
G/F Telford Plaza, 33 Wai Yip Street,
Kowloon Bay

After office hours, if you feel a need to talk to someone after school, you may contact the following helplines#:

The Hong Kong Federation of Youth Groups

“Youthline” Hotline: 2777 8899

Mon – Sat: 14:00 – 02:00

Website: <https://www.hkfyg.org.hk/mcc/>

“uTouch Online Outreach” Counselling Service

WhatsApp: 6277 8899

Online counselling: <http://utouch.hk/>

Tue – Thu: 16:00 – 22:00 / Fri – Sat: 16:00 – 02:00

Suicide Prevention Services

“Youth Link” Hotline: 2382 0777

Mon – Sat: 14:00 – 02:00

Social Welfare Department

Tel: 2343 2255

Mon – Fri: 09:00 – 17:00 / Sat: 09:00 – 12:00

24-hour Helplines:

Caritas Family Crisis Support Centre (Crisis Hotline)

Tel: 18288

Hospital Authority Mental Health Direct

Tel: 2466 7350

Suicide Prevention Services

Tel: 2382 0000

The Samaritans (Multi-Lingual Suicide Prevention Services)

Tel: 2896 0000

The Samaritan Befrienders Hong Kong

Tel: 2389 2222

Youth Outreach

Tel: 9088 1023

The information is updated as of August 2021. Please contact the organizations directly or refer to their websites for up-to-date information.

Peer Counselling Programme

In addition, we train up peer counsellors (PCs) through the Peer Counselling Programme, one of our key foci, equipping them with practical experience, mental health knowledge and peer helping skills. They will be able to take the lead in the College's student community to maintain an inclusive attitude toward emotionally vulnerable students, including those with Special Educational Needs (SEN) and those who are Non-Chinese Speaking. In this one-year programme, PCs become friends and mentors of their peers and maintain close relationships with them.

We recruit a maximum of 30 PCs each academic year. Students interested in joining the Peer Counselling Programme should pay attention to the recruitment notice to be announced in September 2021.

Mental Health First Aid Course

This 12-hour course is designed to equip participants with knowledge and skills to help someone with an emergency mental health problem. Participants of this course will receive a course manual and also a certificate issued by the Mental Health Association of Hong Kong at the completion of the course.

Personal Enrichment Activities

Workshops on various topics listed below are organised regularly which facilitate students to reflect on their personal strengths and weakness, values, attitudes and life goals in order to enhance their self-understanding.

Psychological Assessment Workshop

These workshops offer a variety of psychological tests on personality, personal attributes and career interests aiming at enhancing your self-understanding and personal growth plan.

5. Career Development

The College aims to equip students of the UOWCHK for joining society's workforce and improve their employability upon graduation by providing them with comprehensive career-related learning opportunities and support training.

Career preparation training seminars, workshops, company visits, and internship are organised throughout the academic year. Through these activities, you will ...

- Be able to develop essential job application and interview skills
- Acquire practical knowledge and realistic understanding of the employment market
- Identify your interest in the relevant industry
- Enhance your personal attributes like self-confidence, communication and self-presentation skills

For more information about training sessions, job or internship opportunities and the services we provide, please visit our website below:

<https://www.uowchk.edu.hk/current-students/student-services/the-student-centre/career-development/>

Summer Internship Subsidy

To encourage students' participation in summer internships, the College offers a Summer Internship Subsidy (SIS) to students undertaking an unpaid internship who meet the requirements set out below, relieving the financial burden they may be facing and also as an appreciation of their effort and hard work.

A maximum of **HK\$3,000** will be granted to successful applicants. Interns who meet the following requirements are eligible to apply for the SIS.

Requirements

- Interns should be full-time students enrolled in Bachelor Degree/ Associate Degree/ Higher Diploma programmes.
- Interns should have completed an internship under "The Student Centre Summer Internship Programme" OR an internship that is endorsed by their respective Associate Dean/ Programme Leader.
- The internship should last for at least a month.
- Interns should NOT have received any salary/ allowance/ financial support in any form from the employer/ hiring company.
- Interns should have proven satisfactory work performance in the internship.

Applications should reach the Student Centre by mid-September every year unless specified. Late and incomplete applications will not be entertained. Students MUST read through the requirements and application methods before submitting their applications. For more information, please visit our website below:

<https://www.uowchk.edu.hk/site-assets/uow-college-hong-kong/bcm/SIS-Application-Form-final.pdf>

6. Sports Facilities

The College actively supports its students in sports for the benefit of enhancing students' campus life, promoting a healthy lifestyle, and providing a platform to build relationships and confidence. All Bachelor Degree, Top-up Degree, Associate Degree, Higher Diploma and Diploma students, regardless of the campus they attend classes at, are entitled to use the sport facilities at Telford Recreation Club (Kowloon Bay) and Spotlight Recreation Club (Whampoa Gardens). Fitness Centers at Telford Recreation Club and Spotlight Recreation Club offer students a diverse range of group physical fitness classes such as Yoga, Boxing and Indoor Cycling led by professional instructors. Bookings of fitness classes and sports facilities like badminton courts and swimming pools at both clubs can be made via the UOWCHK Sports Facilities Online Booking System:

<https://cas01.uowchk.edu.hk/sfbs/faces/template/default.xhtml>

7. Student Learning Support System

Committed to delivering high quality teaching and nurturing the professionalism of graduates for the future world of work, the College aims to ensure students are able to achieve the program intended learning outcomes and demonstrate the graduate attributes upheld by the College. To realize our objectives, the College has established the Project “A College Level Student Learning Support System – ACL SLSS” which is designed with a focus on enhancing students’ learning motivation, attitude and behavior.

One of the major student learning support activities is utilizing a professional psychometric tool LASSI (Learning and Study Strategies Inventory) to identify individual student’s strengths and weaknesses in his/her learning and study strategies. Intervention measures, such as academic skills workshops, peer learning mentoring (the Peer-Assisted Mentoring Scheme (PALS)) and a range of learning enhancement activities will be employed to rectify students’ weaknesses and further improve their learning skills. Announcement of these activities will be posted on the Student Learning Support Platform in due course.

We look forward to meeting you to offer our support to your learning!

Members of Project

Project Coordinator

Professor Lilian Vrijmoed, Vice President (Academic)

Email: lilianv@uow.edu.au

Assistant Project Officers

Mr Andrew Mui

Email: amui@uow.edu.au

Mr Hugo Yu

Email: hugo@uow.edu.au

Enquiries

Email: uowchk-slss@uow.edu.au

For more information about this system, please visit our website below:

<https://www.uowchk.edu.hk/current-students/student-learning-support-system/>

8. Medical & Dental Services

All student, irrespective of their campus location, can enjoy the out-patient medical and dental panels of UOWCHK. Details of clinic locations and charges are as follows:

Designated Medical Clinics
UOWCHK Out-patient Medical Scheme
<ul style="list-style-type: none">• Co-payment: HK\$13 per consultation• General Consultation (Including 3 days of basic medication)• 1 visit per day• A maximum of 20 visits per year
UMP Medical Centre (Kowloon Bay) Shop F, G/F, Tak Bo Garden, 3 Ngau Tau Kok Road, Kowloon Bay Tel: 2751 9339
UMP Medical Centre (Jordan) Rm 03-04, 15/F, 238 Nathan Road, Kowloon Tel: 2739 3886 (By Appointment)
UMP Medical Centre (Tsim Sha Tsui) Room 7, 10/F, Wing On Plaza, 62 Mody Road, Tsim Sha Tsui East Tel: 2369 9536
UMP Medical Centre (Olympic)* Unit 2, 1/F, Skyway House, 3 Sham Mong Road, Tai Kok Tsui, Kowloon Tel: 2740 4319
UMP Medical Centre (Central)* Room 1401-1402, Wing On House, 71 Des Voeux Road, Central, HK Tel: 2840 1636

<p>UMP Medical Centre (Wan Chai)* Room 1109, Office Tower, Convention Plaza, 1 Harbour Road, Wan Chai, HK Tel: 2824 0018</p>
<p>UMP Medical Centre (Causeway Bay) Room 1901C, 19/F, East Point Centre, 555 Hennessy Road, Causeway Bay Tel: 2811 8218</p>
<p>UMP Medical Centre (Tsuen Wan)* Shop 1070, Level 1, D-Park, 398 Castle Peak Road, Tsuen Wan, NT Tel: 2940 1338</p>
<p>UMP Medical Centre (Tsing Yi)* Shop No. 114, Ground Floor, On Tao House, Cheung On Estate, Tsing Yi, N.T Tel: 2149 1199</p>
<p>UMP Medical Centre (Park Island)* G/F, 21 Ma Wan Main Street Village East, Ma Wan, Outlying Islands Tel: 2986 3880</p>

* Available from 1st September 2021 onwards

Designated Dental Clinics

UOWCHK Out-patient Dental Scheme

- Basic dental services
- Co-payment: HK\$98 per 20-minute session
- A maximum of 2 visits per year

UMP Dental Centre (Central)
Room 1404-03, Wing On House,
71 Des Voeux Road Central, HK
Tel: 2507 1088

UMP Dental Centre (Hung Hom)*
Shop 4, G/F, Hotel SAV,
83 Wuhu Street, Hung Hom, Kowloon
Tel: 2191 0209

Dr. Lee Pak Cheung Patrick & Associates
Room 1925-28, Argyle Centre Phase I,
688 Nathan Road, Mongkok
Tel: 2396 6288

* Available from 1st September 2021 onwards

- Student is required to make an appointment in advance by calling the designated dental clinic.
- Student is required to present the Student identity card and HKID card as identification at the designated dental clinic before seeking dental services.

Excluded conditions and items:

- Any extraction for orthodontic reasons.
- Any dental treatment for the purpose of beautification.
- All re-treatments of previous dental procedures.
- Any treatments that require the attention of a dental specialist.

For more information, please visit our website below:

<https://www.uowchk.edu.hk/current-students/student-services/medical-services/>

9. Student Experience Enrichment Activities

Overseas Study Tours

With the objective of enriching students' learning experience outside the classroom, the College sponsors a range of learning activities for students both in Hong Kong and overseas. Overseas study tours are sponsored by the College each year to provide students with opportunities to visit and experience learning in different countries, including Beijing, Taipei, Canada, Spain, Japan, France, Korea, Dubai, Heilongjiang, Cambodia, Singapore, Australia, Malaysia, New Zealand, Germany, UK and Finland. The College also sponsors different local co-curricular cultural and learning activities in Hong Kong organised by Programme Leaders to match the themes of learning in the College's four faculties. The Summer Study Tour to UOW is an annual 14-day event arranged for students from Bachelor Degree, Top-up Degree, Associate Degree and Higher Diploma programmes, including those studying in Hong Kong or Beijing, to attend classes in University of Wollongong Australia. Besides academic activities, the study tour programme also includes language classes and visits to places of interest.

(Depending on the epidemic situation, overseas activities may be suspended or cancelled to ensure students' health and safety.)

Virtual International Exchange Program (VIEP)

VIEP is an exchange programme jointly-organised by UOWCHK, UOW main campus in Wollongong, UOW Dubai and UOW Malaysia KDU. It is designed to connect students of our campuses around the world online during the border shutdown, travel restrictions and social distancing era. The College hope to offer the best cultural exchange experience to ours students.

The programme will be run remotely between students from the participating campuses. Participants are required to complete an online application form in advance to indicate their preferences for their match. They will be matched with participants from other campuses who best align with their preferences and connect with their matches through application or online platforms, which include email, Webex, Instagram, Whatspp etc. They are expected to fulfill the minimum requirements of the programme and complete tasks as assigned. A certificate of participation will be issued to all participant upon their completion of the programme.

(Details of the programme and application methods are expected to be announced in September 2021.)

10. Scholarships and Awards

The number of scholarships and awards available to students has increased substantially over the past two years. Each scholarship or award has a set of regulations to guide the Student Life & Resources Sub-Committee as to the criteria for receiving the award. In general these criteria are based on merit and will specify some minimum level of academic performance in terms of CGPA and /or whole person development (WPD) activities. Details of the regulations and nomination forms can be found on the College website. A summary of scholarships and awards is listed below:

UOWCHK Scholarships & Awards (for Bachelor Degree, Associate Degree and Higher Diploma only)	Nominations Submission Deadlines
UOWCHK Academic Improvement Scholarships	February 2022
UOWCHK Academic Performance Scholarships	
UOWCHK Outstanding Student Leader Awards	
UOWCHK Outstanding Competitive Event Awards <i>(All Bachelor Degree, Associate Degree, Higher Diploma and Diploma students are eligible to apply for UOWCHK Outstanding Competitive Event Awards)</i>	
EDB Self-financing Post-secondary Scholarship Scheme* (for Bachelor Degree, Top-up Degree, Associate Degree and Higher Diploma Students only)	Nominations Submission Deadlines
EDB Outstanding Performance Scholarship	December 2021
EDB Best Progress Awards	
EDB Talent Development Scholarship	
EDB Reaching Out Award	
EDB Endeavour Scholarship	
* The regulations and other details for the EDB scholarships and awards are broadcasted to students each year some time during Semester A.	

Other External Scholarships and Awards

In addition to the scholarships and awards offered internally and funded by UOWCHK and the Education Bureau, students may also apply for, or be recommended for scholarships and awards offered by external organizations. The following are just some examples (**for Associate Degree and Higher Diploma Students only**):

- Foo Siu Fung Volunteer Services Awards
- HSBC Vocational Education Scholarships
- Shun Hing Electronic Trading Scholarship Award

Faculty Scholarships Coordinators
Dr Kazuyuki Takata, Faculty of Arts and Humanities Email : kazuyuki@uow.edu.au
Ms Shirie Ho, Faculty of Business Email: shirie@uow.edu.au
Mr Simon Chan, Faculty of Science and Technology Email : simonpyc@uow.edu.au
Mr Kim Lee, Faculty of Social Sciences Email : kmlee@uow.edu.au

Requirements, conditions and terms of the scholarships and awards may subject to change. For latest information, please visit our website below:

<https://www.uowchk.edu.hk/current-students/scholarships-and-awards/>

11. Deferment of Tuition Payment

If you have financial difficulties and cannot settle the tuition by the payment deadline, you may submit an application for deferral of tuition payment AT LEAST 5 WORKING DAYS before the payment deadline. Late applications will only be considered under exceptional circumstances, and may lead to a penalty charge.

Students who apply for deferral of tuition payment should submit the application form in person to the following offices:

Kowloon City Campus: UOW College Hong Kong,
1/F, Le Billionnaire, 46 Sa Po Road,
Kowloon City

Telford Campus: UOW College Hong Kong,
G/F Telford Plaza, 33 Wai Yip Street,
Kowloon Bay

Please visit our website below to download the application form:

[https://www.uowchk.edu.hk/site-assets/uow-college-hong-kong/college/studhome/studform/Application for Deferral of Tuition Fee Payment Current Student AD.pdf](https://www.uowchk.edu.hk/site-assets/uow-college-hong-kong/college/studhome/studform/Application%20for%20Deferral%20of%20Tuition%20Fee%20Payment%20Current%20Student%20AD.pdf)

12. Financial Assistance

UOWCHK facilitates eligible students to apply for financial support mainly from Government sources:

Financial Assistance Scheme for Post-secondary Students (FASP)

Provides means-tested financial assistance to needy full-time students pursuing locally-accredited, self-financing post-secondary education programmes at the level of Bachelor Degree, Top-up Degree, Associate Degree and Higher Diploma. The scheme aims to provide financial assistance to needy students so that no eligible students will be denied access to post-secondary education because of lack of means.

Enquiries: 2152 9000

Website: <http://www.wfsfaa.gov.hk/sfo/eng/schemes/fasp.htm>

Non-means-tested Loan Scheme for Post-secondary Students (NLSPS)

The NLSPS is used to complement the Financial Assistance Scheme for Post-secondary Students (FASP) to provide loan(s) to eligible students to settle tuition fees of locally-accredited, self-financing full-time post-secondary education programmes at the level of Bachelor Degree, Top-up Degree, Associate Degree and Higher Diploma.

Enquiries: 2150 6222

Website: <http://www.wfsfaa.gov.hk/sfo/eng/schemes/nls3.htm>

Extended Non-Means Tested Loan Scheme (ENLS)

Provides financial assistance in the form of loan(s) to eligible Associate of Social Science in Social Work (Part-time) and Diploma students to settle tuition fees of specific post-secondary / continuing and professional education courses studied in Hong Kong

Enquiries: 2150 6223

Website: <https://www.wfsfaa.gov.hk/sfo/en/postsecondary/enls/overview.htm>

Continuing Education Fund (CEF)

Some of the Associate Degree programmes or course(s) in the Associate Degree programmes are included in the list of reimbursable courses for CEF purposes. The CEF subsidizes students over 18 years of age with learning aspirations to pursue continuing education and training courses.

Enquiries: 3142 2277

Website: <https://www.wfsfaa.gov.hk/cef/tc/index.htm>

Non-means-tested Subsidy Scheme for Self-financing Undergraduate Studies in Hong Kong (NMTSS)

Administered by the Government, this scheme offers a non-means-tested subsidy for full time students pursuing locally accredited local and non-local self-financing Bachelor Degree and Top-up Degree programmes.

Enquiries: 3468 2277

Website: <https://www.cspe.edu.hk/en/nmt/index.html>

13. Sponsorship Scheme for Language Proficiency Tests

UOWCHK has a strong focus on English and other foreign languages and provides sponsorship to those UOWCHK students who have achieved the required level in the internationally recognized language proficiency tests, including:

- International English Language Testing System (IELTS)
- Test de Connaissance du Francais (TCF)
- Japanese-Language Proficiency Test (JLPT)
- Korean Language Ability Test (KLAT)
- National Putonghua Proficiency Test (NPPT)
- Diploma de Espanol Lengua Extranjera (DELE)

For more information, please visit our website below:

<https://www.uowchk.edu.hk/current-students/sponsorship-scheme-for-language-proficiency-tests/>

14. Subsidy on Exchange for Post-secondary Students

Associate Degree, Higher Diploma, Top-up Degree and Bachelor Degree students studying in this College are eligible for Government financial support to participate in student exchanges. Subsidies are provided through four schemes maintained by the Education Bureau (EDB):

1. Scheme for Subsidy on Exchange for Post-secondary Students (SSE)
2. Scheme for Means-tested Subsidy on Exchange to “Belt and Road” Regions for Post-secondary Students (SSEBR)
3. Non-means-tested Mainland Experience Scheme for Post-secondary Students (Non-means tested MES)
4. Scheme for Non-means-tested Subsidy on Exchange to “Belt and Road” Regions for Post-Secondary Students (Non-means-tested SSEBR)

These four Government subsidy schemes are launched to nurture students with international outlook, good communication skills and an ability to thrive in a multi-cultural environment. In particular, the Non-means-tested MES, supports students in pursuit of exchange activities in Mainland China. The two SSEBR schemes, one means-tested and the other non-means-tested, are designed with a focus on encouraging post-secondary students’ exchange experience in the Belt and Road Regions.

For more information, please visit our website below:

<https://www.uowchk.edu.hk/current-students/subsidy-on-exchange-for-post-secondary-students/>

15. Special Educational Needs

The College is committed to providing equal educational opportunities for all students including those with Special Educational Needs (SEN). **You may submit a SEN declaration form to the College's general office together with relevant documentation to request for special arrangements which could help facilitate your learning at the College.** You can also contact the Student Affairs Coordinator of your Faculty, your Programme Leader or the SEN Coordinator whenever you are in need.

General Offices Addresses:

Kowloon City Campus: UOW College Hong Kong,
1/F, Le Billionnaire, 46 Sa Po Road,
Kowloon City

Telford Campus: UOW College Hong Kong,
G/F Telford Plaza, 33 Wai Yip Street,
Kowloon Bay

Support Services Available for Students with Special Educational Needs:

Special Examination Arrangements

If students have a condition that might impact on their ability to perform in examinations, they can apply for special examination arrangements.

Examples include:

- Extended time for examinations
- Use of assistive technology such as a screen reader
- Sitting examinations in a separate room
- Extra time on short loan or reserve books

Academic Support

Academic advisors, tutorial services, early dissemination of handouts, flexible study programme.

Professional Support

- Career advisory services
- Consultation services provided by clinical psychologist

Counselling Services

- The College provides counselling services to help students adjust to college life, cope with problems effectively, and enhance their personal growth and development.

Accessible Facilities (available at Kowloon City Campus)

- Accessible washrooms
- Lifts
- Automatic doors

Internships

- The SEN Officer will send the application details of internship schemes to declared students.

Contact Us

Kowloon City Campus: 2707 3111

Telford Campus: 2707 9440

For more information about the application requirements and declaration form, please visit our website below:

<https://www.uowchk.edu.hk/current-students/student-services/special-educational-needs/>

16. DASS 21

You are invited to complete a short survey called the DASS 21 in September. The DASS 21 is a clinical assessment that measures the three related states of depression, anxiety and stress. It has 21 questions and takes about 3 minutes to complete. By participating in this exercise, you are helping us to better serve the needs of UOWCHK students.

Please note that this assessment does not itself indicate a diagnosis. To determine any potential diagnosis, discuss your results with your doctor or a qualified mental health provider. Your results will be anonymous.

Keep an eye on your student's email inbox, and simply visit the attached link, spare a few minutes to let us understand you more.

17. College Rules and Regulations

The College has in place a set of rules and regulations to govern its academic operations. Some of them provide reference on how the academic programmes are run. Others are established to ensure proper behavior to provide a good learning environment. These rules/ regulations include the following:

- Academic Regulations for Degree Programmes
 - 2021/22 cohort onwards
 - 2019/20 cohort
- Academic Regulations for Associate Degree Programmes
 - 2021/22 cohort onwards
 - 2020/21 cohort
 - 2019/20 cohort
 - 2018/19 cohort
- Academic Regulations for Higher Diploma Programmes
 - 2021/22 cohort onwards
- Academic Regulations for Diploma in General Studies
- Code of Student Conduct and Disciplinary Procedure
- Privacy Policy Statement
- Regulations on Tuition Fees Undergraduate Programmes
- Regulations on Tuition Fees of Associate Degree Programmes
- Regulations on Tuition Fees Diploma Programmes
- Rules Governing Enrolment of Local and Non-local Students
- Rules on Academic Honesty
- Rules on Student Identity Card
- Sexual Harassment Policy and Procedures

For more information, please visit our website below:

<https://www.uowchk.edu.hk/current-students/rules-and-regulations/>



UOW
COLLEGE
HONG KONG
香港伍倫貢學院

Part of
**UNIVERSITY
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AUSTRALIA**

Tel: 2707 3111 (Kowloon City Campus)
2707 9440 (Telford Campus)
E-mail: uowchk-ss@uow.edu.au
URL: www.uowchk.edu.hk