HKAC Dormitory Application Procedure

Step 1: Complete the Dormitory Residence Application form
(Form is available at the Registrar’s Office or download it from: www.hkac.edu)

Step 2: Submit the application form and the following documents to the Dean of Students’ Office:
- A completed Dormitory Application Form
- A copy of recent year academic report
- A copy of any document that indicates conduct or teacher’s comments
- A copy of HKID / Passport
- 2 passport size photos

Postage address: (Dormitory Application)
Dean of Students’ Office
Hong Kong Adventist College
1111, Clear Water Bay Road, Sai Kung, Hong Kong

Step 3: Interview with the Dormitory Dean
(Dormitory dean will arrange the interview and provide further instructions)

Step 4: Complete the following documents and return them to Dormitory Dean:
(1) Dormitory Rules Agreement Form
(2) Medical Check-up Form
(3) Dormitory Acceptance Form

Step 5: Pay Dormitory Deposit and other fees (see below)

Dormitory Fee Information:
1) Room & Board / monthly: HK$5,030 : 4-person / room – per person (5-day)
   HK$6,650 : 4-person / room – per person (7-day)

2) Activities Fee / yearly : HK$800

3) Dormitory Deposit: One month fee (refundable at the end of stay)
   - Staying for at least ONE academic year or will be forfeited
   - Any balance remaining after all deduction of damages (if any)

Payment Method:
1) Cash or Cheques made payable to: HONG KONG ADVENTIST COLLEGE

2) Address: Accounting Office
   Hong Kong Adventist College
   1111 Clear Water Bay Road, Sai Kung, Hong Kong