



UOW
COLLEGE
HONG KONG
香港伍倫貢學院

Part of
UNIVERSITY
OF WOLLONGONG
AUSTRALIA

STUDENT SERVICES HANDBOOK

2026/27

學生服務指南

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1. THE STUDENT COUNSELLING SERVICES AND PERSONAL DEVELOPMENT CENTRE

The Student Centre

學生輔導服務及個人發展中心 (學生中心)

The Student Counselling Services and Personal Development Centre ([The Student Centre](#)) is dedicated to cultivating an inclusive and supportive learning environment through a diverse range of services and programmes designed to:

- Engage and empower students to explore and unleash their potential;
- Enhance students' local connections and global perspectives;
- Enrich students' pre-career experiences and extracurricular engagement; and
- Equip students with essential and desirable qualities and skillsets for their future studies, careers, and life journeys.

Check out this guide for all student services and resources available to support and enrich your college journey! Feel free to reach out to The Student Centre for questions and support.

Office Hours: Monday – Friday: 09:00 - 17:30
Saturday, Sunday & Public Holidays: Closed

Address: TW121, The Student Centre,
UOW College Hong Kong

Phone: 2707 3215

WhatsApp: 2707 3179

Email: uowchk-ss@uow.edu.au

2. PERSONAL WELLNESS & COUNSELLING SERVICES

2.1 Psychological Counselling Services

The Student Centre offers Psychological Counselling Services to help students adjust to College life, cope effectively with challenges, and facilitate their personal growth and development. Each counselling session lasts 50 minutes, and all information is kept strictly confidential.

To make an appointment, please get in touch with The Student Centre:

Office Hours: Monday – Friday: 09:00 - 17:30
Saturday, Sunday & Public Holidays: Closed
Address: TW121, The Student Centre,
UOW College Hong Kong
Phone: 2707 3215
WhatsApp: 2707 3179
Email: uowchk-ss@uow.edu.au

After Office Hours

If you need to talk to someone after office hours, please feel free to contact the following 24-hour helplines:

Channels	Telephone
18111 Mental Health Support Hotline 「情緒通」18111精神健康支援熱線	18111 (Tel/WhatsApp)
Caritas Family Crisis Support Centre - Crisis Hotline 明愛向晴軒 - 向晴熱線	18288
Hospital Authority - Mental Health Direct 醫院管理局 - 精神健康專線	2466 7350
Suicide Prevention Services - 24-hour Suicide Prevention Hotline Service 生命熱線 - 24小時情緒紓緩預防自殺熱線	2382 0000
The Samaritans - 24-Hour Hotline 撒瑪利亞會 - 24小時電話熱線	2896 0000

The Samaritan Befrienders Hong Kong - 24-Hour Emotional Support Hotline 香港撒瑪利亞防止自殺會 - 24小時情緒支援熱線	2389 2222
The Samaritan Befrienders Hong Kong - English Emotional Support Hotline (Mon – Fri: 18:30 – 22:00)	2389 2223
Tung Wah Group of Hospitals - 24-hour LGBT+ Support Hotline “PRIDE Line” 東華三院“同·一”線 - 24小時支援性及性別小眾熱線	2217 5959
Youth Outreach - 24 Hours Hotline 協青社 - 24小時求助熱線	9088 1023

#The information is updated as of August 2026. (Please contact the Organisations directly or refer to their websites for up-to-date information.)

2.2 Medical and Dental Services

All UOWCHK students are entitled to exclusive medical and dental benefits throughout their studies. When attending your appointment, students must present both their Student Identity Card and HK Identity Card for verification purposes.

Below are the details of the clinic locations and associated charges.

UOWCHK Out-patient Medical Scheme
• Co-payment: HK\$13/Consultation • General Consultation (Including 3 days of basic medication) • 1 visit/day • A maximum of 20 visits/year

Designated Medical Clinics

Hong Kong Island
UMP Medical Centre (Lee Garden) 26/F, Lee Garden 2, 28 Yun Ping Road, Causeway Bay Tel: 2577 9344
UMP Medical Centre (Causeway Bay) Room 1901D, 19/F, East Point Centre, 555 Hennessy Road Tel: 2189 9877
UMP Medical Centre (Central) Room 1401-1403, Wing On House, 71 Des Voeux Road, Central Tel: 2840 1636
UMP Medical Centre (Wan Chai) Room 1109, Office Tower, Convention Plaza, 1 Harbour Road, Wan Chai Tel: 2824 0018

Kowloon
UMP Medical Centre (Jordan) Room 03-04, 15/F, 238 Nathan Road, Jordan Tel: 3549 6833
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 (Olympic) Shop No. 11, G/F, Olympian City 3, 1 Hoi Wang Road, West Kowloon Tel: 2740 4319
UMP Medical Centre (Tsim Sha Tsui) Unit 7, 10/F, Wing On Plaza, 62 Mody Road, Tsim Sha Tsui East Tel: 2369 9536
UMP+ Medical Centre (N26) 2/F, 26 Nathan Road, Tsim Sha Tsui Tel: 3974 3833
New Territories
UMP Service Provider (Fanling) Dr. Chow Wai Wah Shop 20, G/F, Flora Plaza, 88 Pak Wo Road Tel: 2677 0106
UMP Medical Centre (Shatin) Shop 9, G/F., Ming Yiu Lau, Jat Min Chuen, Shatin Tel: 2634 1812
UMP Service Provider (Tai Po) Dr. Lam Wai Leung Shop 8C, Level 2, Commercial Complex, Tai Po Plaza, Tai Po Tel: 2667 2326
Almond Medical (Tai Wai) Dr. Wong Stanley No. 262, G/F, Tin Sum Tsuen, Tai Wai Tel: 2605 3925
UMP Medical Centre (Tsing Yi) Shop No. 114, Ground Floor, On Tao House, Cheung On Estate, Tsing Yi Tel: 2149 1199
UMP Medical Centre (Tsuen Wan) G/F, 419-421 Castle Peak Road, Tsuen Wan Tel: 2940 1338

Outlying Islands

UMP Medical Centre (Park Island)
G/F, 21 Ma Wan Main Street Village East, Ma Wan
Tel: 2986 3880

UMP Service Provider (Tung Chung)
Dr. Pang Yee Yan, Athena
Shop 6, Ying Tung Shopping Centre, Ying Tung Estate, Tung Chung
Tel: 2759 2266

UOWCHK Out-patient Dental Services

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

Designated Dental Clinics

UMP Dental Centre (Central)
Room 1401-1403, Wing On House, 71 Des Voeux Road, Central
Tel: 2507 1088 (By Appointment Only)

UMP Dental Centre (Mong Kok)
Room 1925-1928, Argyle Centre Phase I, 688 Nathan Road, Mong Kok, Kowloon
Tel: 2396 6288 (By Appointment Only)

Note:

Eligibility may not be immediately available if there are recent changes to your student status (such as termination, reinstatement etc.). Therefore, students are strongly recommended to verify your eligibility and make appointments with the designated clinic prior to visit.

For latest information, please visit our [website](#)

2.3 Fitness Room and Training

The UOWCHK Fitness Room is equipped with professional-grade equipment to support the physical well-being of students and staff. Available facilities include a treadmill, recumbent bike, body stretcher, rowing machine, converging chest press, and more, catering to a variety of fitness needs.

Eligibility:

To be eligible to access the fitness room, you must be:

- Aged 18 or above;
- Full-time/part-time students or full-time/fractional staff; and
- A Fitness Room Entry Permit Card holder*

*To ensure the safety of all fitness room users, eligible students and staff must apply for a Fitness Room Entry Permit by:

- Submitting equivalent proof showing that you are a valid user of Leisure and Cultural Services Department (LCSD) fitness rooms, OR;
- Has equivalent qualifications recognised by the **Physical Fitness Association of Hong Kong** (<https://www.lcsd.gov.hk/tc/fitness/list.html>), OR;
- Completing the Fitness Room Training Session organised by the College.

Fitness Room Training Session

This 2-hour training is designed for students and staff seeking the UOWCHK Fitness Room entry permit card without equivalent external certification, equipping participants with the knowledge and skills to safely and effectively use the fitness equipment. The trainings are offered periodically throughout the academic year.

Opening Hours: Monday–Friday: 09:00 - 20:00
Saturday: 09:00 - 16:00
Sunday & Public Holidays: Closed
Address: 3/F, UOW College Hong Kong

For details of the regulations and application of UOWCHK Fitness Room Entry Permit Card, please visit our [website](#).

2.4 Personal Wellness Activities

A vibrant array of Personal Wellness Activities is available to nurture your mind, body, and spirit. From self-discovery workshops to stress management and relief, our activities empower you to enhance your well-being, build resilience, and unlock your potential.

Join us to connect with peers, gain self-understanding, develop essential skills, and thrive in a supportive community that fosters holistic growth. Activity details will be announced on our [website](#) and through College broadcasts.

DASS-21

At the beginning of Semester A, all students will be invited to complete a brief anonymous survey called the **"Depression Anxiety Stress Scale 21"** (DASS-21). DASS 21 can measure students' present emotional states. It has 21 questions and takes only about 3 minutes to complete.

The DASS-21 is designed to evaluate the severity of core symptoms associated with depression, anxiety, and stress. While it is not a diagnostic tool, it provides valuable insights into an individual's emotional well-being.

Students are encouraged to make an appointment with the in-house Counsellor if they have any concerns regarding their results or wish to discuss their emotional state further. The Counsellor can provide support, offer guidance, and help interpret the assessment outcomes in the context of the student's overall well-being.

Keep an eye on your student's email inbox and spare a few minutes to let us understand you more.

2.5 SEN Support and Services

The College is committed to providing equal educational opportunities for all students, including those with Special Educational Needs (SEN). Your Faculty Student Affairs Coordinator and Programme Leader are available to support you when needed.

To request special learning arrangements, please submit the following to the General Office (1/F, UOWCHK):

- a completed [declaration form](#);
- one copy of each of the supporting documents (as required in the form);
- your HKID Card or Student ID Card (for identification purpose).

Support Services Available for SEN Students:

- Special Examination Arrangements:
 - ✓ 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
- Career Support, Counselling Services & Accessible Facilities

3. CAREER DEVELOPMENT & FURTHER STUDIES

UOWCHK is dedicated to preparing students for the workforce and further studies upon graduation by offering a dynamic range of training seminars, workshops, company visits, internships, and other relevant opportunities.

3.1 Career and Articulation Advising

If you wish to make an appointment for the CV Clinic, Interview Preparation, or Career Consultation on Career Tuesday, please contact The Student Centre:

Office Hours: Monday – Friday: 09:00 - 17:30
Saturday, Sunday & Public Holidays: Closed
Address: TW121, The Student Centre,
UOW College Hong Kong
Phone: 2707 3215
WhatsApp: 2707 3179
Email: uowchk-ss@uow.edu.au

3.2 Career Preparation and Training Activities

A series of Career Preparation and Training Activities are designed to help you explore your career interests and equip you with essential job application and interview skills, practical knowledge of the employment market, and an understanding of industry trends. Activity details will be announced on our [website](#) and through College broadcasts.

3.3 Career Fair and Career/Industry Talks

The UOWCHK Career Fair is an annual event designed to connect students with leading employers and industry professionals, fostering career exploration and networking opportunities. Held on campus, the Fair features booths from diverse organisations and Career/Industry Talks, enabling students to gain insights into job markets, refine their CVs and practice interview skills.

Open to all UOWCHK students, the event supports career development by bridging academic learning with professional aspirations, empowering students to take confident steps toward their future careers. Event details will be announced on our [website](#) and through College broadcasts.

3.4 Internships and Summer Internship Subsidy

To allow students to gain practical experience, develop essential career skills, and boost employability, the College connects with organisations of different industries to offer students with an array of internship opportunities.

In addition, the College offers a **Summer Internship Subsidy (SIS)** to students undertaking an unpaid, non-credit bearing internship who meet the requirements set out below, relieving the financial burden they may be facing and as an appreciation of their effort and hard work.

Eligibility:

- Interns should be full-time students enrolled in Bachelor's Degree, Associate Degree or Higher Diploma Programme;
- Interns should have completed an internship under "Summer Internship Programme 2026/27" 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 their employer/hiring company; AND
- Interns should have proven satisfactory work performance in the internship

For details of the latest internships opportunities and the Summer Internship Subsidy, please visit our [website](#).

4. STUDENT FINANCE AND SCHOLARSHIP

4.1 Tuition Payment Timeline 2026/27

To ensure a smooth academic journey, students should check the student email regularly, follow the outlined steps to settle the tuition fees, and ensure payment is completed on time to avoid missing deadlines. Below is the payment schedule for 2026/27. For details, please visit our [website](#).

Semester A&B 2026/27

Sem A	Sem B	Details
21 Aug 2026 (Fri)	23 Dec 2026 (Wed)	Student Fee Statement will be available on Student Portal (two credit units of tuition fees for Semester A/B; or Continuation Fee (\$1,500) for Leave of Absence). Student Account > Statement and Payment History
21 Sep 2026 (Mon)	1 Feb 2027 (Mon)	Payment due date of Semester A/B's tuition fees (two credit units) or Continuation Fee (\$1,500).
2 Oct 2026 (Fri)	15 Feb 2027 (Mon)	Student Fee Statement will be available on Student Portal (the balance of Semester A/B's tuition fees). Student Account > Statement and Payment History
Week 3-6		50% tuition fee charged for Withdrawal of Studies & late drop of courses.
15 Oct 2026 (Thu)	4 Mar 2027 (Thu)	Payment due date of Second Student Fee Statement. A penalty charge of 2% on the outstanding balance will be imposed.
Week 7 and afterwards		100% tuition fee charged for Withdrawal of Studies & late drop of courses.
22 Oct 2026 (Thu)	11 Mar 2027 (Thu)	Student Fee Statement will be updated on student accounts of students who have fee adjustments.

Sem A	Sem B	Details
2 Nov 2026 (Mon)	22 Mar 2027 (Mon)	Final payment due date for settling the balance of tuition fees. Applications for further payment deferral are NOT allowed. Students who fail to settle the fees will be barred from access to UOWCHK's facilities and will have their studies terminated by the College.
22 Dec 2026 (Tue)		Two credit units of tuition fees for Semester B; or Continuation Fee (\$1,500) for Leave of Absence.

Summer Term 2027

Summer Sem	Details
22 Jun 2027 (Tue)	Student Fee Statement will be available on Student Portal. Student Account > Statement and Payment History
23 Jun 2027 (Wed)	Student Fee Statement will be updated on student accounts of students who have fee adjustments.
Week 3	50% tuition fee charged for Withdrawal of Studies & late drop of courses.
7 Jul 2027 (Wed)	Payment due date of Student Fee Statement. A penalty charge of 2% on the outstanding balance will be imposed.
Week 4 and afterwards	100% tuition fee charged for Withdrawal of Studies & late drop of courses.
12 Jul 2027 (Mon)	Final payment due date for settling the balance of tuition fees. Applications for further payment deferral are NOT allowed. Students who fail to settle the fees will be barred from access to UOWCHK's facilities and will have their studies terminated by the College.

Need Assistance?

If you require clarification or assistance regarding course withdrawals, leave of absence, or late course drops, please discuss your options with your teachers and contact the General Office in advance to submit necessary documentation. For the complete academic calendar and important dates, please visit our [website](#).

4.2 Government Financial Assistance

The government offers several financial assistance schemes for students to apply for financial support, including:

(a) Financial Assistance Scheme for Post-Secondary Students (FASP)

The 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's Degree, Top-up Degree, Associate Degree and Higher Diploma.

The scheme aims to offer financial assistance to underprivileged students, ensuring that no eligible candidate is denied access to Post-Secondary education due to financial constraints. For details, visit the FASP [website](#) or contact the Working Family Allowance Office (FASP) at 2152 9000.

(b) Non-means-tested Loan Scheme for Post-Secondary Students

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's Degree, Top-up Degree, Associate Degree and Higher Diploma. For details, please visit the NLSPS [website](#) or contact the Working Family Allowance Office (NLSPS) at 2150 6222.

(c) Extended Non-Means Tested Loan Scheme (ENLS)

The ENLS provides financial assistance in the form of loan(s) to eligible part-time and Diploma students to settle tuition fees of specific Post-Secondary/Continuing and Professional Education Courses studied in Hong Kong. For details, please visit the ENLS [website](#) or contact the Working Family Allowance Office (ENLS) at 2150 6223.

(d) 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 subsidises students over 18 years of age with learning aspirations to pursue continuing education and training courses. For details, visit the CEF [website](#) or contact the Working Family Allowance Office (CEF) at 3142 2277.

(e) 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's Degree and Top-up Degree programmes. For details, visit the NMTSS [website](#) or contact the Education Bureau at 3468 2277.

(f) Study Subsidy Scheme for Designated Professions (SSSDP)

The Study Subsidy Scheme for Designated Professions (SSSDP) provides financial assistance to students pursuing designated full-time, locally accredited self-financing undergraduate programmes in selected disciplines. At UOWCHK, the Scheme supports eligible local students enrolled in (1) Bachelor of Aviation (Honours) in Operations and Management and (2) Bachelor of Maritime Services and Operations Management (Honours). For more information, please visit the SSSDP [website](#) or contact the Education Bureau at 3468 2266.

(g) Subsidy on Exchange for Post-Secondary Students

Bachelor's Degree and Associate Degree students at this College are eligible for government financial support to participate in student exchange programmes. Subsidies are provided through four schemes administered by the Education Bureau (EDB):

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

Please note that eligibility criteria vary for each scheme and depend on students' programme level, financial situation and the destination of exchange activities. For details on the regulations, application procedures, and funding amounts, please visit our [website](#).

4.3 Scholarships and Awards

Supported by external donors, the Education Bureau (EDB) and the College, UOWCHK provides a range of scholarships and awards annually to recognise students who exhibit exceptional personal qualities, outstanding academic achievements, or remarkable non-academic accomplishments. A list of scholarships and awards expected to be available in 2026/27 is provided below:

UOWCHK Scholarships & Awards	
1.	UOWCHK Entrance Scholarships (<i>HKDSE candidates 2026</i>)
2.	UOWCHK Entrance Scholarships for Top-up Degree Programmes
3.	UOWCHK Academic Performance Scholarships (<i>Bachelor's Degree, Associate Degree & Higher Diploma students</i>)
4.	UOWCHK DAE Outstanding Performance Scholarships (<i>DAE graduates enrolled in full-time Sub-degree Programmes at UOWCHK</i>)
5.	UOWCHK DIGS Outstanding Performance Scholarships (<i>Diploma of General Studies graduates enrolled in full-time Sub-degree Programmes at UOWCHK</i>)
6.	UOWCHK Outstanding Competitive Event Awards (<i>Bachelor's Degree, Associate Degree and Higher Diploma students</i>)
EDB Self-financing Post-secondary Scholarship Scheme* (<i>Bachelor's Degree, Top-up Degree, Associate Degree and Higher Diploma students</i>)	
1.	EDB Outstanding Performance Scholarship
2.	EDB Best Progress Awards
3.	EDB Talent Development Scholarship / Special Talent Development Scholarship
4.	EDB Reaching Out Award
5.	EDB Endeavour Scholarship
External Scholarships	
1.	HSBC Vocational Education Scholarship (<i>full-time Associate Degree and Higher Diploma Students</i>)
2.	Shun Hing Electronic Trading Scholarship (<i>full-time Associate Degree and Higher Diploma Students from the Faculty of Business</i>)
3.	Young Chung Yee Memorial Scholarship (<i>full-time Associate Degree and Higher Diploma Students</i>)

*The regulations and details for the EDB scholarships and awards are broadcasted to students each year in October/November.

Other Opportunities

In addition to the listed scholarships above, other external opportunities may arise throughout the year. The College will provide information on these additional scholarships via College broadcasts from time to time whenever suitable options become available. Please check your email regularly so you do not miss any announcements.

Application Methods and Updates

Please note that application and nomination methods vary depending on the specific scholarships or awards. Certain awards accept self-nomination, while some scholarships are nominated by their teaching staff or programme leaders. For the most up-to-date information, please refer to our [website](#).

4.4 Sponsorship Scheme for Language Proficiency Tests

UOWCHK is committed to enhancing students' language skills to support their academic pursuits and future professional development. To motivate students to proactively improve their language proficiency, the College provides sponsorships for internationally recognised language proficiency tests. The list of sponsored proficiency tests is provided below:

- 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 (PSC)
- Diploma de Espanol Lengua Extranjera (DELE)

For more information, please visit our [website](#).

4.5 MTR “Student Travel Scheme”

Students between the age of 12 and 25 currently enrolled in a full-time day course offered by an acceptable institution in Hong Kong are eligible for the MTR Student Travel Scheme (港鐵學生乘車優惠計劃). For details about the Scheme including eligibility, application procedures, and terms and conditions, please visit the Scheme [website](#).

5. PERSONAL GROWTH AND STUDENT LIFE

5.1 Overseas Study Tours

UOWCHK is committed to providing students with an enriching educational experience throughout their studies. To broaden students' perspectives, the College organises overseas study tours, enabling students to visit campuses within the UOW Global Network. All students enrolled at UOWCHK are invited to participate in these study tours.

The College offers sponsorships for eligible Year 1 students in full-time Sub-degree or Bachelor's Degree programmes (awarded by UOWCHK) who meet the following criteria:

- Applicants must be permanent residents of the HKSAR.
- Applicants must have completed their first year of study in a full-time UOWCHK programme:
 - Sub-degree students will visit UOW Malaysia.
 - Degree students will visit UOW Australia.
- Students are eligible for this sponsorship only once during their studies at the same programme level.

Sponsored students are responsible for covering round-trip airfare and personal expenses, while the College will cover programme fees and accommodation costs. For details, please visit our [website](#).

5.2 Student Ambassador Programme

The Student Ambassador Programme engages students from diverse faculties to represent the College, connecting it with their alma mater and promoting its mission.

Through training in communication, public-speaking and team-building, Student Ambassadors (SAs) develop communication, presentation, problem-solving, and interpersonal skills. By representing the College in different institutional events, SAs enhance their self-confidence and strengthen their sense of belonging, contributing to UOWCHK's community while building skills for personal and professional success.

Full-time Bachelor's Degree, Top-up Degree, Associate Degree, Higher Diploma, and Diploma students, including freshmen, are welcome to apply. For more information about the Programme, please visit our [website](#).

5.3 Peer Support Programme

The Peer Support Programme (PSP) aims to cultivate a caring, inclusive, and supportive campus environment by empowering students to provide peer support and positive engagement among their fellow students.

Through structured training and experiential learning opportunities, peer supporters will develop the knowledge, skills, and confidence gradually. They facilitate peer connectedness and contribute to a culture of care within the College.

All students are welcome to apply. For more information about the Programme, please visit our [website](#).

5.4 ICAC Ambassador Programme

The ICAC Ambassador Programme is co-organised by the Independent Commission Against Corruption (ICAC) and UOWCHK. This Programme aims to equip students with anti-corruption knowledge and enhance their leadership skills to prepare them to become future leaders who carry a strong sense of integrity.

Full-time Bachelor's Degree, Top-up Degree, Associate Degree, and Higher Diploma students are welcome to apply. Through this Programme, you will be able to:

- Showcase your creativity in organising integrity promotion activities
- Meet new friends from other institutions
- Gain potential job shadowing opportunities in the ICAC
- Participate in training activities of ICAC's Operations Department
- Be eligible for the opportunity to become an iELITE Youth Leader

For more information about the Programme, please visit our [website](#).

5.5 Student Clubs and Student-led Activities

The establishment of student clubs aims to enrich students' educational experiences and promote holistic development, fostering a wide range of skills and qualities. These include creativity, social fluency, adaptability, cultural appreciation, personal integrity, effective communication, teamwork, and other valuable attributes.

Formed around shared interests, hobbies, or career aspirations, student clubs should focus on one of the following areas: arts and culture, sports, social services, or intellectual and career-oriented pursuits. Students are encouraged to start their own clubs with support from Student Services and club advisors.

Students are welcome to initiate the establishment of a new student club. For club registration guidelines and procedures, please visit our [website](#).

6. OTHER IMPORTANT INFORMATION

6.1 Getting to Know Your College Campus at Tai Wai

Opening Hours and Services

In addition to lecture rooms and laboratories used for timetabled classes, students are welcome to use the following facilities during their opening hours. Some rooms require prior booking or training before use.

Facility	Opening Hours	Services	Access
Campus	Mon–Fri: 08:30 – 23:00 Sat: 08:30 – 18:00 (Closed on Sundays & Public Holidays)	All learning and student facilities	Student Card required
1/F			
National Flag Raising Ceremony Venue	09:40 – 10:00 on - Monday each week 1st working day after 1 Jan, 1 Jul and 1 Oct	National flag raising ceremony	Walk-in service
College Office Service Counter	Mon–Fri: 09:00 – 17:30 Sat: 09:00 – 12:00	Admission/general enquiries; application for official documents	Walk-in service
Security Guard Counter	Campus opening hours	Campus security; lost and found items, emergency assistance	Walk-in service
Campus Café	Mon–Fri: 08:30 – 19:00 (Closed on Sat and at 18:00 if there is no evening class)	Serves light meals and beverages	Walk-in service
Student Lockers (1/F & 2/F)	Campus opening hours	Student locker rental (College Office will send an email about locker application to eligible students in mid-Sep)	A locker key card will be provided
The Student Centre (Rm 121)	Mon – Fri: 09:00 – 17:30 (Closed on Sat, Sun & Public Holidays)	Student Counselling (by appointment), student support services and student activities	Walk-in service

Facility	Opening Hours	Services	Access
2/F			
Library	Mon–Fri: 09:00 – 23:00 Sat: 09:00 – 17:00 <u>Counter Services</u> Mon–Fri: 09:00 – 17:30 Sat: 09:00 – 17:00	Printed books; e-library resources; Computer zones; Discussion areas, 78 study carrels; 8 project rooms; 2 photocopiers	Walk-in service
Photocopying (in Library)**	Mon–Fri: 09:00 – 17:30 Sat: 09:00 – 17:00	Photocopying; scanning; printing (black & white or colour)	Walk-in service
Computer Labs & Network Printing (TW205, TW212, TW214, TW215 & TW238)	Available for student use when not scheduled for classes	5 Computer Labs (including one Mac Lab TW215); connected to 2 network printers (next to Library Entrance)	Student Card required
Prayer Room	Mon–Sat: 08:30 – 22:30 (subject to availability and room rules)	A quiet space for prayer, reflection and observation of Islamic religious practices	Walk-in service
3/F			
Faculty Office Service Counters	Mon–Fri: 09:00 – 17:30 Sat: 09:00 – 12:00	Handles academic enquiries and appointments with teachers	Walk-in service
Student Common Room	Campus opening hours	A space for relaxation and informal activities, including table tennis, table football, board games, leisure reading; conference table for discussion; snack vending machines	Walk-in access, subject to house rules and availability
Gym Room	Mon–Fri: 09:00 – 20:00 Sat: 09:00 – 16:00	Exercise equipment; lockers; water bottle dispenser	Holder of Fitness Room Entry Permit only (Prior training is required before use)
Shower Room	Campus opening hours	Changing rooms with lockers and shower facilities	Walk-in access
Music Room	Campus opening hours	A room for music practice, approved activities or functions	Booking method: send email request to your respective Faculty Office for use

Dance Room	Campus opening hours	A room for dance practice or approved student activities or functions	Booking method: send email request to your respective Faculty Office
Function Rooms	Campus opening hours	Rooms for approved student activities or functions	Booking method: send email request to your respective Faculty Office
Sick Room	Campus opening hours	Beds are available for temporary rest when needed	Enquire at 3/F Faculty Office or 1/F College Office service counters
Campus-wide Facilities			
Open Study Areas	Campus opening hours	Desks and chairs with power charging points are available 1/F: Inside the entrance gates; and next to Grand Staircase 2/F: Outside Library; and outside TW240 3/F: Outside function rooms; and Gym Room	Self-service
Water Bottle Dispensers	Campus opening hours	1/F (outside TW134) 2/F (inside library; outside TW227) 3/F (in open study area - hot water and microwave oven are also available)	Self-service
Vending Machines (for snacks and drinks)	Campus opening hours	1/F (Open Study Area - Halal food available) 2/F (Open Study Area) 3/F (in Student Common Room)	Self-service
Campus Wi-fi	UOWCHK_SS	Wi-fi	Access with student's own uowmail account name and password

****Library Photocopying Fees (Payment with Octopus Card required)**

	A4 size (per sheet)		A3 size (per sheet)	
	Single side	Dual side	Single side	Dual side
B/W	\$0.3	\$0.6	\$0.6	\$1.2
Colour	\$2.0	\$4.0	\$4.0	\$8.0
Scanning	Free-of-charge (access with uowmail account name and password)			

Campus Safety

The Tai Wai Campus provides a safe and comfortable learning environment. To help ensure the safety of all campus users, please:

- Always bring your student card for access through the campus entrance. Do not borrow a student card from others;
- Do not bring outsiders into the campus or lend your student card to others;
- Do not use the lifts unless you have obtained permission from the College for special reasons, such as injury; (Please note that unauthorised use of the lifts will be reported and recorded)
- Do not smoke on campus, including nearby pedestrian walkways and corridors;
- Do not enter any plant rooms, machine rooms or restricted areas;
- Do not drive in or cycle to the campus. The campus has no student parking facility.

Fire Escape

In case of emergency, do not use the escalators or lifts. Proceed calmly via the staircases to the designated Emergency Assembly Point, such as the open plaza directly outside the 1/F Main Entrance.

6.2 Code of Student Conduct

The College expects all students to conduct themselves in a way that does not hinder or damage its operation or reputation. It is recognized that the majority of students behave in a responsible manner. Occasionally however, a small minority of students behave in ways that cause harm to the College, its staff, other students or the public. In these cases, the College has a responsibility to take action to protect other members of the College community, and its reputation.

Students are expected to:

- act in accordance with all the College regulations;
- abide by the law;
- respect the dignity and rights of others, irrespective of their background;
- respect the property of others and properly use and the College facilities;
- act with regard to the health and safety of others;
- act with regard to the College's good reputation.

Scope of Code of Conduct

This Code of Student Conduct applies to any activity undertaken by a student of the College, whether on or off or College premises, where that activity may have harmed either staff or students of the College, or may have damaged the College's reputation.

Acts of academic dishonesty, i.e. those which gain for a student an unfair advantage in any College assessment, are dealt with separately under the Rules on Academic Honesty.

According to the Code of Conduct, the following behaviors are considered to constitute **misconduct**:

- obstruction or disruption of any academic activity or of the management, administration or operation of the College;
- theft or any other criminal offence committed on the College premises, misappropriation of the College's funds or assets, misuse or falsification of any records or documents belonging to or in the possession of the College, its staff, students or visitors;
- damage to, defacement or wrongful treatment of, the property of the College, its staff, students or visitors or any deliberate, reckless, negligent or careless act which causes, or is likely to cause, loss, damage or injury, or puts others at risk or which threatens the safety of the College premises or its occupants;
- assault (including sexual assault);
- sexual, racial or other harassment, or behaviour which causes fear or distress to others; threatening, abusive, disorderly or unreasonable behaviour;
- failure to comply with any ruling made as a result of disciplinary proceedings;
- breach of the regulations for the use of the library and computing facilities, whether in the College or accessed through the College;
- failure to behave in accordance with the provisions of any professional code of conduct or equivalent which may be applicable to the students concerned, e.g. during internships or other work-based learning activity;

- any act which the President or any of the authorized officers listed has reason to believe is a breach of good discipline of the College.

For more information about the Code of Student Conduct, the disciplinary procedures and penalties, please visit our [website](#).

6.3 Protecting Yourself from Scams

To protect yourself from scams in Hong Kong, be skeptical of "too good to be true" offers, do not share personal information or money, verify suspicious calls by contacting the organisation directly through official channels, and immediately report potential compromises to your bank. You should also monitor your accounts for unusual activity, use strong, unique passwords, enable two-factor authentication, and stay informed by checking the below official resources:

- [Anti-Deception Coordination Centre \(ADCC\)](#)
- [CyberDefender](#)
- ADCC hotline: 18222

6.4 Useful Contacts of Major Offices

Office	Contact	Services / support to students
The Student Centre	Tel.: 2707 3215 WhatsApp: 2707 3179 Email: uowchk-ss@uow.edu.au	• Psychological counselling, support services for SEN students • Career consultations, internships & articulation guidance • Scholarships, awards & subsidies • Student activities & programmes • Medical & dental services • Fitness room facilities
General Office	Tel./ WhatsApp: 2707 3111 Email: uowchk-main@uow.edu.au	• General enquiries • Application for academic documents (e.g., Academic transcript, testimonial, letter of certification) • Submission of add/drop paper form for course registration • Application for change of student status (e.g., withdrawal from studies, leave of absence, programme transfer) • Application for replacement of student ID card / student locker card • Application for deferral of tuition fee payment
Academic Registry	Email: uowchk-ar@uow.edu.au	• Academic records • Student status management • Academic progression • Graduation matters
Faculty of Arts and Humanities	Tel./ WhatsApp: 2707 3113 Email: uowchk-fah@uow.edu.au	• Programme and course enquiries • Academic consultation • Language supplementary class • Workshops and seminars, guest talks and industry visits • Internships • Scholarships and student activities • International language proficiency testing and preparatory courses.
Faculty of Business	Tel./ WhatsApp: 2707 3131 Email: uowchk-fbu@uow.edu.au	• Programme and course enquiries • Academic consultation • Workshops and seminars, guest talks and industry visits • Scholarships • Student activities

Faculty of Social Sciences	Tel./ WhatsApp: 2707 3223 Email: uowchk-fss@uow.edu.au	• Programme and course enquiries • Academic consultation • Workshops and seminars, guest lectures • Summer internships
Faculty of Science and Technology	Tel./ WhatsApp: 2707 3232 Email: uowchk-fst@uow.edu.au	• Programme and course enquiries • Academic consultation • Workshops and seminars, guest talks and industry visits • Internships • Scholarships • Student activities
IT Support Team	Tel.: 2707 3175 Email: uowchk-it@uow.edu.au	• Campus Wi-Fi Access • Student portal access • Learning Management System (LMS) access • Multi-Factor Authentication (MFA) setup • Student IT account management
Finance Team	Tel.: 2707 3230 Email: uowchk-fin@uow.edu.au	• Collection of tuition fees • Processing of refund payments
Library Services	Tel.: 2707 3257 Email: uowchk-lib@uow.edu.au	• Loans & renewals: physical collections • Electronic resources: E-books, database articles, and online scholarly materials • In-house reading: printed books, newspapers, and magazines • Study spaces: project rooms, discussion booths, and study carrels • Printing Services: print, copy and scan • Research & referencing support
Facilities and Security Support	Tel.: 2707 3139 (Facilities Matters) Tel.: 6801 3140 (Security Matters) Email: uowchk-facilities@uow.edu.au	• Campus access permission • Security and safety issues • Room/facility (not IT equipment) problems • Use of sick room



UOW
COLLEGE
HONG KONG
香港伍倫貢學院

Part of
**UNIVERSITY
OF WOLLONGONG
AUSTRALIA**

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