

Thrive at UOWCHK:

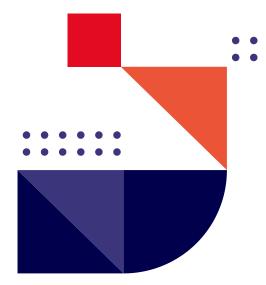
YOUR ESSENTIAL STUDENT SERVICES HANDBOOK

豐盛校園生活: 你的學生服務指南





Part of
UNIVERSITY
OF WOLLONGONG
AUSTRALIA





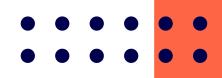


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1. THE STUDENT COUNSELLING SERVICES AND PERSONAL DEVELOPMENT CENTRE

(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 (<u>The Student Centre</u>) 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 - 12:30; 13:45 - 17:30

Saturday, Sunday & Public Holiday: Closed

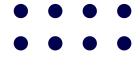
Address: TW121, The Student Centre, UOW College

Hong Kong

Phone: 2707 3215

WhatsApp: 2707 3179

Email: uowchk-ss@uow.edu.au







2. PERSONAL GROWTH AND STUDENT LIFE

a. Peer Support Programme

The Peer Support Programme (PSP) seeks to recruit and train senior students (Year 2 or above) as Peer Mentors, equipping them with essential skills to guide freshmen through their transition to college life and foster a sense of belonging within the college community. Every freshman is assigned a Peer Mentor to provide support and guidance. By establishing a platform for meaningful peer-to-peer connections, the Programme aims to cultivate a supportive and caring campus environment where all students can flourish throughout their college journey.

Full-time Bachelor's Degree, Associate Degree, and Higher Diploma students in Year 2 or above are welcome to apply via your Faculty Student Affairs Coordinator. For details about the Programme including the recruitment of Peer Mentors, visit our <u>website</u>.

b. Student Ambassador Scheme

The Student Ambassador Scheme (SAS) engages students faculties to represent the College, diverse connecting it with their alma mater and promoting its Through training business in etiquette, public-speaking, communication, and Student Ambassadors (SAs) develop leadership, problem-solving, and interpersonal skills. By representing the College in different institutional events, SAs strengthen their sense of belonging and grow holistically, 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 of General Studies students, including freshmen, are welcome to apply. For more information about the Scheme and application, visit our website.

c. 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 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 details about the Programme and application, visit our website.





d. Personal Enrichment and Wellness Activities

An vibrant array of Personal Enrichment and 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.

Overview of Activities in Semester A, 2025

Month	Activity
September 2025	 Youth Mental Health First Aid Course Meet Yourself in Colours: Mindful Creation of Scented Sand Candles Knowing your Mental Health through DASS21 Dos & Don'ts of College Life - Interpersonal Relationships Edition Stress Relief Series: Weave your "Dream" Workshop Aromatherapy Workshop
October 2025	 Mid-autumn Fruit Fest × Wellness Quest Wellness Week The Art of Tea Workshop DIY Planner × Be the Master of Your Own Time Youth Mental Health First Aid Course
November 2025	 Cheer up Activity × Alcohol "Ink-Mas" Card DIY Workshop

Activity details will be announced on our website.





e. 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 relevant club registration guidelines and procedures, visit our <u>website</u>.

f. 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 first-year 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:
 - o Sub-degree students will visit UOW Malaysia.
 - o 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 roundtrip airfare and personal expenses, while the College will cover programme fees and accommodation costs. For details, visit our website.

3. CAREER DEVELOPMENT AND 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.

a. Career and Articulation Coaching

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

- Office Hours: Monday Friday: 09:00 12:30; 13:45 17:30; Saturday, Sunday & Public Holiday: Closed
- Address: TW121, The Student Centre, UOW College Hong Kong
- Phone: 2707 3215 | WhatsApp: 2707 3179 | Email: uowchk-ss@uow.edu.au

b. Career Development Activities

A series of Career Development Activities are intended to facilitate you to explore career interests and get equipped with essential job application and interview skills, practical knowledge of the employment market, and understanding of industry interests.

Overview of Activities in Semester A, 2025

Month	Activity
October 2025	 Self-exploration & Career Exploration Workshop Goal-setting & Growth Mindset Workshop
November 2025	 CV & Personal Statement Writing Workshop

Activity details will be announced on our website.

c. Career Fair

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 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.

d. 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.

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 as an appreciation of their effort and hard work. A maximum of HK\$3,000 will be granted to successful applicants.

Requirements:

- 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 2025" 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.
- Interns should have proven **satisfactory work performance** in the internship.
- Students who are currently participating in / about to commence their internship this summer are eligible to apply for the SIS after they have completed their internship.

For details of the latest internships available and the Summer Internship Subsidy, visit our <u>website</u>.

4. STUDENT COUNSELLING AND SEN SUPPORT

a. Student Counselling Service

The Student Centre offers counselling service to facilitate students' adjustment to college life, to enable them to cope with challenges effectively, and to enhance their personal growth and development. Each counselling session is 50 minutes long, and all information is kept strictly confidential.

To make an appointment, please contact The Student Centre:

- Office Hours: Monday Friday: 09:00 12:30; 13:45 17:30; Saturday, Sunday & Public Holiday: Closed
- Address: TW121, The Student Centre, UOW College Hong Kong
- Phone: 2707 3215 | WhatsApp: 2707 3179 | Email: uowchk-ss@uow.edu.au

b. 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 for special learning arrangements, please submit the following to the General Office (1/F, UOWCHK):

- 1. a completed <u>declaration form</u>;
- 2. one copy of each of the supporting documents (as required in the form);
- 3. your HKID Card or Student ID Card (for identification purpose only).

Support Services Available for Students with Special Educational Needs:

- 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 Service, and Accessible Facilities

5. STUDENT FINANCE

a. Tuition Payment Timeline

<u>Semester A 2025/26</u>

Date	Details
22 August 2025 (Fri)	Student Fee Statement will be available on your Student Portal • Student Account > Statement and Payment History Two credit units of tuition fees for Semester A; or Continuation Fee (\$1,500) for Leave of Absence
22 September 2025 (Mon)	Payment due date of Semester A's tuition fees (two credit units) or Continuation Fee (\$1,500)
3 October 2025 (Fri)	Student Fee statement will be available on your Student Portal (the balance of Semester A's tuition fees) • Student Account > Statement and Payment History
Week 3 – Week 6	50% tuition fee charged for Withdrawal of Studies & late drop of courses
16 October 2025 (Thu)	Payment due date of Second Student Fee Statement A penalty charge of 2% on the outstanding balance will be imposed.

(cont.)



Date	Details
Week 7 and afterwards	100% tuition fee charged for Withdrawal of Studies & late drop of courses
23 October 2025 (Thu)	Student Fee Statement will be updated on student accounts of students who have fee adjustments
3 November 2025 (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 December 2025 (Tue)	Two credit units of tuition fees for Semester B; or Continuation Fee (\$1,500) for Leave of Absence



<u>Semester B 2025/26</u>

Date	Details
24 December 2025 (Wed)	Student Fee Statement will be available on your Student Portal. • Student Account > Statement and Payment History
2 February 2026 (Mon)	Payment due date of Semester B's tuition fees (two credit units) or Continuation Fee (\$1,500)
13 February 2026 (Fri)	Student Fee statement will be available on your Student Portal (the balance of Semester B's tuition fees) • Student Account > Statement and Payment History
Week 3 – Week 6	50% tuition fee charged for Withdrawal of Studies & late drop of courses
5 March 2026 (Thu)	Payment due date of Second Student Fee Statement A penalty charge of 2% on the outstanding balance will be imposed.

(cont.)



Date	Details
Week 7 and afterwards	100% tuition fee charged for Withdrawal of Studies & late drop of courses
12 March 2026 (Thu)	Student Fee Statement will be updated on student accounts of students who have fee adjustments
23 March 2026 (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.



Summer Term 2026

Date	Details
23 June 2026 (Tue)	Student Fee statement will be available on your Student Portal • Student Account > Statement and Payment History
24 June 2026 (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
8 July 2026 (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
13 July 2026 (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.

b. MTR "Student Travel Scheme" Application

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, visit the Scheme website.

c. Scholarships and Awards

Supported by external donors and the Education Bureau, UOWCHK provides a range of scholarships and awards annually to recognize 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 2025/26 is provided below:

UOWCHK Scholarships & Awards

- 1. UOWCHK Entrance Scholarships (for HKDSE candidates in 2025)
- 2. UOWCHK Academic Performance Scholarships (for Bachelor's Degree, Associate Degree and Higher Diploma students)
- 3. UOWCHK DAE Outstanding Performance Scholarships *(for DAE students)*
- 4. UOWCHK Outstanding Competitive Event Awards



EDB Self-financing Post-secondary Scholarship Scheme* (for Bachelor's Degree, Top-up Degree, Associate Degree and Higher Diploma students)

- 5. EDB Outstanding Performance Scholarship
- 6. EDB Best Progress Awards
- 7. EDB Talent Development Scholarship
- 8. EDB Reaching Out Award
- 9. EDB Endeavour Scholarship

External Scholarships & Awards

- 10. HSBC Vocational Education Scholarships
- 11. Scholarships for Students with Special Educational Needs
- 12. Shun Hing Electronic Trading Scholarship
- 13. Young Chung Yee Memorial Scholarship

Please be aware that the requirements and terms and conditions of scholarships and awards are subject to change. For the most up-to-date information, which will be available in September/October 2025, refer to the <u>UOWCHK scholarships and awards webpage</u>.

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

d. Government Financial Assistance

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

1. 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.

2. 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 postsecondary education programmes at the level of Bachelor's Degree, Top-up Degree, Associate Degree and Higher Diploma. For details, visit the NLSPS website or contact the Working Family Allowance Office (NLSPS) at 2150 6222.



3. Extended Non-Means Tested Loan Scheme (ENLS)

The 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. For details, visit the ENLS <u>website</u> or contact the Working Family Allowance Office (ENLS) at 2150 6223.

4. 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. For details, visit the CEF <u>website</u> or contact the Working Family Allowance Office (CEF) at 3142 2277.

5. 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.

6. Government Subsidy on Exchange for Post-secondary Student

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):

- 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)

The four Government subsidy schemes aim to foster students with a global perspective, strong communication skills, and the ability to excel in multicultural settings. Specifically, the non-means tested MES supports students pursuing exchange activities in Mainland China. Additionally, both the means-tested and non-meanstested SSEBRs are designed to encourage post-secondary students to gain exchange experiences in Belt and Road regions. For details, visit the College <u>website</u>.



e. 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 designated, internationally recognized language proficiency tests taken on students' own initiative. The list of sponsored proficiency tests is provided below:

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

For detailed eligibility criteria, application procedures, and the complete list of tests, please visit the <u>UOWCHK</u> <u>language sponsorship webpage</u>.





6. CAMPUS FACILITIES AND HEALTH SERVICES

a. Fitness Room

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:
- Completing the Fitness Room User Training organised by the College from time to time, OR;
- Submitting an equivalent proof showing that he/she is a valid user of Leisure and Cultural Services Department (LCSD) fitness rooms or has equivalent qualifications recognized by the Physical Fitness Association of Hong Kong (https://www.lcsd.gov.hk/tc/fitness/list.html).

For details about the application for the Fitness Room Entry Permit Card and the rules and regulations and reservation procedure of the Fitness Room, visit our website.



- 24 September 2025, 15:00 17:00
- 30 September 2025, 18:00 20:00
- 8 October 2025, 7 November 2025 (time to be confirmed)

Training and sign-up details will be announced on our website.

Opening Hours of Fitness Room:

- Monday Friday: 09:00 20:00;
- Saturday: 09:00 16:00;
- Sunday & public holiday: Closed

b. Medical and Dental services

All UOWCHK students are entitled to exclusive medical and dental benefits throughout their studies. To ensure a smooth visit, please book an appointment in advance by contacting the designated dental clinic. Below are the details of clinic locations and associated charges.

Designated Medical Clinics (From 1 September 2025)

UOWCHK Out-patient Medical Scheme

- 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 Service provider (Fanling) - Dr. Chow Wai Wah Shop 20, G/F, Flora Plaza, 88 Pak Wo Road

Tel: 2677 0106

UMP Service provider (Tai Po) - Dr. Lam Wai Leung Shop 8C, 2nd Floor, Tai Po Plaza, Tai Po, New Territories

Tel: 2667 2326

UMP Service provider (Tseung Kwan O) - Dr. Choi Wai Wan Flat B2, 1/F, Nam Fung Plaza, 8 Pui Shing Road, Tseung Kwan O, N.T.

Tel: 2623 2233

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

C MER Medical Clinic (Tai Wai)

G/F No. 262 Tin Sum Tsuen, Tai Wai, Sha Tin, N.T.

Tel: 2605 3925

UMP Medical Centre (Shatin)

Shop 9, G/F., Ming Yiu Lau, Jat Min Chuen, Shatin

Tel: 2634 1812

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)

Room 03-04, 15/F, 238 Nathan Road, Kowloon

Tel: 3549 6833

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)

Shop No. 105A, 1/F, Olympian City 1, West Kowloon

Tel: 2740 4319

UMP Medical Centre (Central)

Room 1401-1402, Wing On House, 71 Des Voeux Road Central, HK

Tel: 2840 1636

UMP Medical Centre (Wan Chai)

Room 1109, Office Tower, Convention Plaza, 1 Harbour Road, Wan Chai, HK

Tel: 2824 0018





Designated Medical Clinics (From 1 September 2025)

UMP Medical Centre (Causeway Bay) 26/F., Lee Garden 2, 28 Yun Ping Road, Causeway Bay Tel: 2811 8218

UMP Medical Centre (Tsuen Wan) Shop 1070, Level 1, D-Park, 398 Castle Peak Road, Tsuen Wan, NT Tel: 2940 1338

UMP Medical Centre (Tsing Yi) Shop No. 114, Ground Floor, On Tao House, Cheung On Estate, Tsing Yi, N.T Tel: 2149 1199

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

Designated Dental Clinics (From 1 September 2025)

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 (By Appointment*)

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

Students must present their UOWCHK student identity card and Hong Kong Identity Card for verification at the designated dental clinic prior to receiving dental services. For more information and latest announcements, refer to the <u>medical services webpage</u>.

7. OTHER IMPORTANT INFORMATION

a. Academic Calendars by Programme

Click on the below links to check out the academic calendars for respective programmes:

- <u>Degree Programmes</u>
- <u>Top-up Degree Programmes</u>
- Associate Degree Programmes
- <u>Higher Diploma Programmes</u>
- <u>Diploma of General Studies Programme</u>
- <u>Diploma of Applied Education Programme</u>

b. Useful Contacts of Major Offices

Office	Contact
The Student Centre 學生中心	Tel.: 2707 3215 WhatsApp: 2707 3179 Email: uowchk-ss@uow.edu.au
General Office	Tel. / WhatsApp: 2707 3111
校務處	Email: uowchk-main@uow.edu.au
Faculty of Arts and	Tel. / WhatsApp: 2707 3113
Humanities 人文學院	Email: uowchk-fah@uow.edu.au
Faculty of Business	Tel. / WhatsApp: 2707 3131
商學院	Email: uowchk-fbu@uow.edu.au
Faculty of Social	Tel. / WhatsApp: 2707 3223
Sciences 社會科學院	Email: uowchk-fss@uow.edu.au
Faculty of Science and	Tel./ WhatsApp: 2707 3232
Technology 科學院	Email: uowchk-fst@uow.edu.au

Office	Contact
IT Support Team	Tel.: 2707 3175 Email: uowchk-it@uow.edu.au
Finance Team	Tel.: 2707 3230 Email: uowchk-fin@uow.edu.au
Library Services	Tel.: 2707 3257 Email: uowchk-lib@uow.edu.au
Facilities and Security Support	Tel.: 2707 3139 (Facilities Matters) Tel.: 5315 3282 (Security Matters) Email:uowchk-facilities@uow.edu.au

c. Equal Opportunities and Harassment

The College is committed to providing a workplace and a learning environment that is free from discrimination and harassment on the grounds of sex, pregnancy, marital status, disability, family circumstances and race and will not condone any act of any form of discrimination and harassment committed by its staff members or students. Discrimination and harassment on any of the above grounds is a breach to staff and student discipline and shall be subject to disciplinary action according to the Staff Code of Conduct, the Regulations Governing Staff Discipline, and the Code of Student Conduct and Disciplinary Procedure respectively.

For details about the Sexual, Disability and Racial Harassment Policy and Procedures and relevant procedures for lodging complaints, please visit the College's <u>website</u>.

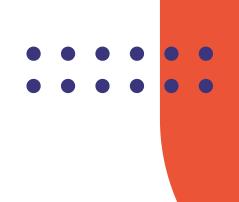
For more details about equal opportunities including different discrimination ordinances, visit the <u>website</u> of the Equal Opportunities Commission.

d. 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





Part of
UNIVERSITY
OF WOLLONGONG
AUSTRALIA

The Student Centre

- Address 地址: UOWCHK, 18 Che Kung Miu Road, Tai Wai, New Territories (accessible via MTR Tai Wai Station Exit B)
 香港新界大圍車公廟路18號 香港伍倫貢學院 (港鐵大圍站B出口)
- Tel 電話: (852) 2707 3215 | WhatsApp: 2707 3179
- Email 電郵: <u>uowchk-ss@uow.edu.au</u>
- Website 網址: http://www.uowchk.edu.hk

