



香港三育書院

**HONG KONG ADVENTIST COLLEGE**

1111 Clear Water Bay Road, Sai Kung, New Territories, Hong Kong

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### **HKAC Dormitory Application Procedure**

**The following procedure is applicable only to those who are currently attending or have already been admitted, and want to stay in dormitory.**

Step 1: Complete the Dormitory Residence Application form

(You may download the form at <https://www.hkac.edu/resources-and-downloads> )

Step 2: Submit the application form and the following documents to the Dean of Students' email:

- A completed Dormitory Application Form (including applicant's signature, Parents' or Guardian's signature, and an applicant's passport size photo)
- Email address: paul.song@hkac.edu

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 the updated fee information on Dormitory Application Form)

**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