



**Wu Yee Sun College**  
**The Chinese University of Hong Kong**  
**2017/18 Graduating Class Photo-Taking Day Arrangement**

1.	Gown Trial Period	:	Gown and cap fitting will be available from 15th Dec 2017 till 5th Feb 2018 (Monday). Time: 08:45-13:00 & 14:00-17:30 (except Saturdays, Sundays and Public holidays) Venue: College Office (G03, G/F, East Block)
2.	Submission of Undertaking and Deposit	:	Each student is required to submit HK\$680 deposit for gown rental. Please complete the form of undertaking via the following link and submit the bank-in slip on or before 5 February 2018 (Monday). <a href="https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=4356411">https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=4356411</a>  Please deposit directly to the bank or via ATM transfer: Name of Bank: Hang Seng Bank Account Number: 293-005005-018 Account Holder: The Chinese University of Hong Kong
3.	Gown Collection	:	<u>To be collected by class representatives.</u> The list of representatives will be announced in February. Individual students please contact your class representative for gown collection.  Date: 1 March 2018 (Thursday) Time: 09:00 – 19:00 Venue: College Theatre, UG/F, Wu Yee Sun College  (The academic dress will be allocated according to the size you indicated in the undertaking form. The lining of the hoods featuring different colours for each faculty, class representatives are reminded to double check the color and bring their own bag to carry the gowns.)
4.	Graduating Class Photo-Taking Day	:	Date: <u>23 March 2018 (Friday)</u> Time: 13:30-17:00 Venue: Courtyard, Wu Yee Sun College (for rainplan, group and departmental photos will be moved to Student Canteen) (No need to wear cap for group photos. The College will announce later the photo schedule in details)
5.	Gown Return	:	<u>Return of gown should be made by individual students.</u> All gowns should be returned on or before 13 April 2018 (Fri) during office hours to the College Office (G03, G/F, East Block). Please note the returning place will be changed to W112, 1/F, West Block, Wu Yee Sun College during 12-13 April 2018 (Thu & Fri).
6.	Penalty Charges	:	A penalty of HK\$40 per working day will be levied and deducted from the rental deposit if your gown is returned after 13 April 2018. Penalty for damages or losses will be gown \$360, hood \$160 and cap \$160
7.	Deposit Refund	:	The deposit will be refunded to your registered bank account in Hong Kong within two to three months from the date of gown return (credit card account is not accepted).
8.	Borrow of Gown	:	Each student can borrow gown from the College ONCE in their normative study period. Graduating students who have borrowed gown from the College in the previous academic year would not be able to borrow again in this academic year.
9.	Enquiries	:	The College will make venue arrangement for student organizations who wish to organize celebratory activities during the photo-taking day, interested party please contact Rebecca [3943-3936/ <a href="mailto:rebecca_wong@cuhk.edu.hk">rebecca_wong@cuhk.edu.hk</a> ] or Yolinda [3943-3932/ <a href="mailto:yolindawong@cuhk.edu.hk">yolindawong@cuhk.edu.hk</a> ]
10.	Photo-Taking Day of other Colleges	:	LWS 23 February 2018   CC 2 March 2018   NA/CWC 9 March 2018 Shaw 16 March 2018   SHHO/MC 23 March 2018   UC 6 April 2018 (The above dates are tentative and may subject to change)
11.	Other Useful Information	:	Please check the following link for more information regarding 1)Size table of gown and cap, 2)Hood color table for different faculties, 3)Proper way of wearing your gown <a href="http://www.cpr.cuhk.edu.hk/cong/page/31?lang=en#Bachelor">http://www.cpr.cuhk.edu.hk/cong/page/31?lang=en#Bachelor</a>  You may contact the following tailors if you want to make your own gown : Victoria Uniform [Ms Lau, 3118-4396 / <a href="mailto:info@victoriauniform.com">info@victoriauniform.com</a> ] or Tick Your Gown [Mr. Choi, 9531-5758 / <a href="http://www.tyg.hk@gmail.com">www.tyg.hk@gmail.com</a> ]