



The English Version of this document follows the Chinese one. Please refer to Page 3 for "Reminder for Proper Handling of Graduation Gown".

## 香港中文大學伍宜孫書院

### 2020/21 年度畢業班借用畢業袍安排

1.	申請借袍日期	: 畢業班同學可由 <b>2021 年 2 月 10 日 (星期三) 至 2 月 23 日 (星期二)</b> 於網上提交承諾書以申請借用畢業袍。同學亦可瀏覽以下網址( <a href="http://www.cpr.cuhk.edu.hk/cong/page/31?lang=zh_tw#Bachelor">http://www.cpr.cuhk.edu.hk/cong/page/31?lang=zh_tw#Bachelor</a> )，以便了解 1)學袍及帽尺碼表； 2)各學院學袍兜囊邊專用顏色帶； 3)正確學袍穿著方法
2.	提交承諾書及繳付按金	: 每位同學須付 <b>HK\$680</b> 按金借用畢業袍。請於 <b>2021 年 2 月 23 日 (星期二)</b> 或之前於網上提交承諾書 ( <a href="https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=11697209">https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=11697209</a> )，並將銀行入數紙或入數記錄證明電郵至 <a href="mailto:cassieli@cuhk.edu.hk">cassieli@cuhk.edu.hk</a> ，以完成借用畢業袍的申請。  同學可到銀行直接入數，或經櫃員機 / 網上銀行轉賬至以下戶口繳付按金： 銀行名稱：恆生銀行 戶口號碼：293-005005-018 戶口名稱：香港中文大學
3.	領取禮袍	: 同學請於 <b>3 月 4 日或以後</b> ， <b>帶同入數紙正本 (網上銀行轉賬除外)</b> 到書院院務處領取畢業袍。  日期：2021 年 3 月 4 日 (星期四) 或以後 時間：09:00 - 17:00 地點：書院院務處 - 東座地下 G03 室  (畢業袍尺碼按同學於網上提交之要求分配，兜囊邊鑲有個別學院專用顏色帶，同學取袍時請確定已領取正確的學袍兜囊並請自備環保袋)
4.	畢業班拍攝日 (暫定)	: 日期： <b>2021 年 3 月 26 日 (星期五)</b> 時間：待定 地點：伍宜孫書院 (團體照及學系照於中央庭園拍攝，雨程將安排於學生飯堂內進行) (團體照及學系照均不需要配戴畢業帽，書院將於稍後公佈拍攝詳情)
5.	歸還禮袍	: 須由同學自行歸還，請於 <b>2021 年 4 月 27 日 (星期二)或之前</b> 於辦公時間內交還畢業袍至書院院務室 (東座地下 G03 室)。
6.	遺失、損壞或延遲交還罰款	: 凡於 2021 年 4 月 27 日以後還袍者，每套每工作日罰款 40 元，由按金中扣除。 學袍如有遺失或損毀，須付罰款金額：學袍 \$360；兜囊 \$160；帽 \$160
7.	發還按金	: 按金將於交還學袍後 2-3 個月內經由銀行轉賬予登記之香港銀行戶口號碼 (不接受信用咭戶口)。
8.	借用次數	: 同學於修業期內只可向書院借用一次畢業袍。如畢業班同學已於上學年度向書院借用畢業袍，則於本學年需自行安排借用畢業袍。
9.	查詢	: 避免人群過份聚集，書院將未能安排場地給學生團體組織畢業班拍攝慶祝活動，敬請留意。如有其他查詢，可聯絡 Cassie [3943-3941 / <a href="mailto:cassieli@cuhk.edu.hk">cassieli@cuhk.edu.hk</a> 或 Florence [3943-9767 / <a href="mailto:florencetsui@cuhk.edu.hk">florencetsui@cuhk.edu.hk</a> ]
10.	其他書院拍攝日 (暫定)	: 新亞/敬文 2021 年 3 月 5 日   崇基 2021 年 3 月 12 日   聯合 2021 年 3 月 16 日   善衡/和聲 2021 年 3 月 19 日   逸夫/晨興 2021 年 3 月 26 日
11.	其他資訊	: 如欲自置學袍，可聯絡大學學袍承造商： 維多利校服公司 [ 關小姐 3118-4396 / <a href="mailto:info@victoriauniform.com">info@victoriauniform.com</a> ] 或 Tick Your Gown [ 蔡先生 9531-5758 / <a href="http://www.tyg.hk@gmail.com">www.tyg.hk@gmail.com</a> ]



**Wu Yee Sun College**  
**The Chinese University of Hong Kong**  
**2020/21 Graduating Class Gown Rental Arrangement**

1.	Application period for Gown Rental	:	Students have to complete the form of undertaking to apply for gown rental <b>from 10 Feb (Wednesday) to 23 Feb 2021 (Tuesday)</b> . Please check the following link ( <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> ) 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
2.	Submission of Undertaking and Deposit	:	Each student is required to submit HK\$680 deposit for gown rental. Please <u>complete the form of undertaking via the following link</u> ( <a href="https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=11697209">https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=11697209</a> ) and e-mail the copy of bank-in slip or transaction record to <a href="mailto:cassieli@cuhk.edu.hk">cassieli@cuhk.edu.hk</a> <u>on or before 23 February 2021 (Tuesday)</u> . Please deposit directly to the bank or via ATM / online bank transfer: Name of Bank: Hang Seng Bank Account Number: 293-005005-018 Account Holder: The Chinese University of Hong Kong
3.	Gown Collection	:	Students have to <u>present the true copy of the bank-in slip</u> (not applicable to online bank payment) to collect the gown on the following date onwards -  Date: 4 March 2021 (Thursday) onwards Time: 09:00 - 17:00 Venue: College Office – G03, U/F, East Block, 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 colors for each faculty. Students are reminded to double check the color and bring their own bag to carry the gowns.)
4.	Graduating Class Photo-Taking Day (Tentative)	:	Date: <u>26 March 2021 (Friday)</u> Time: TBC Venue: Courtyard, Wu Yee Sun College (for rain plan, 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. All gowns should be returned on or before 27 April 2021 (Tuesday)</u> during office hours to the College Office (G03, G/F, East Block).
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 27 April 2021. 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	:	To avoid overcrowding the venue, <u>no booth area</u> will be reserved for student organizations to organize celebratory activities during the photo-taking day. For further enquiries, please contact Cassie [3943-3941 / <a href="mailto:cassieli@cuhk.edu.hk">cassieli@cuhk.edu.hk</a> ] or Florence [3943-9767 / <a href="mailto:florencetsui@cuhk.edu.hk">florencetsui@cuhk.edu.hk</a> ]
10.	Photo-Taking Day of other Colleges (Tentative)	:	NA / CWC 5 March 2021   CC 12 March 2021   UC 16 March 2021   SHHO/LWS 19 March 2021   Shaw/ MC 26 March 2021  (The above dates are tentative and may subject to change)
11.	Other Useful Information	:	You may contact the following tailors if you want to make your own gown: Victoria Uniform [Ms Kwan, 3118-4396 / <a href="mailto:info@victoriauniform.com">info@victoriauniform.com</a> ] or Tick Your Gown [Mr. Tsoi, 9531-5758 / <a href="http://www.tyg.hk@gmail.com">www.tyg.hk@gmail.com</a> ]

## **借用畢業禮袍注意事項**

1. 同學須保持畢業袍清潔，並於 2021 年 4 月 27 日(星期二)或之前於辦公時間內(下午 5:30 或以前)將全套禮袍交還至書院。
2. 逾期歸還禮袍，須按規定繳付罰款，由按金中扣除。(每天罰款 40 元，六、日及公眾假期計算除外)
3. 如有遺失或損毀，須按右列價目賠償：學袍 \$360；兜囊 \$160；帽\$160
4. 同學須妥善處理借用之畢業袍：
  - 4.1. 不得自行修改禮袍尺碼及款式。
  - 4.2. 禮袍須以乾洗處理，不得沾濕。若禮袍遭弄濕或留有水漬或其他污漬，一律作破損論。
  - 4.3. 於交袍前確保禮袍上沒有任何膠紙及扣針。任何因膠紙或扣針造成的破損，須按價賠償。
  - 4.4. 不可把扣針扣在兜囊之色帶上，以免令色帶破損。

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## **Reminder for Proper Handling of Graduation Gown**

1. Students must keep the graduation gown clean and the whole set should be returned to the College by 27 April 2021 (Tuesday), 5:30pm.
2. Penalty for late return at HK\$40 per day (excluding Sat, Sun and public holidays), to be deducted from deposit.
3. For any loss or damage to the graduation gown will be charged at the rate of Gown: HK\$360, Hood: HK\$160, Cap: HK\$160
4. Students are required to follow the instructions below regarding the handling of graduation gown:
  - 4.1. Do not alter the size and style of the graduation gown.
  - 4.2. The gown should not come in contact with all forms of liquids including water. It can only be dry-cleaned. Any stains or liquid marks found on the gown will be regarded as damage.
  - 4.3. Adhesive tapes and pins on the gown should be removed before returning to the University. Any damage caused by adhesive tapes and pins will be regarded as damage.
  - 4.4. Do not put any pins on the color strip of the hood.