



香港中文大學伍宜孫書院
2021/22 年度畢業班拍攝活動安排

1.	試袍日期及學袍資訊	: 畢業班同學可由 2022 年 1 月 5 日 (星期三) 至 1 月 28 日 (星期五) 到書院院務室試袍。 時間: 08:45-13:00 & 14:00-17:30 (星期六、日及公眾假期除外) 地點: 書院院務室 (東座地下 G03 室) 同學亦可參閱以下網站, 以了解 1) 各學院學袍兜囊邊專用顏色帶; 2) 正確學袍穿著方法 http://www.cpr.cuhk.edu.hk/cong/page/31?lang=zh_tw#Bachelor
2.	提交承諾書及繳付按金	: 每位同學須付 HK\$680 按金借用畢業袍, 請於 2022 年 1 月 28 日 (星期五) 或之前於網上提交承諾書 (https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=13643862), 並將 銀行或櫃員機入數紙正本交至書院院務室 , 或 電郵網上銀行入數記錄證明 至 glorialeung@cuhk.edu.hk , 以完成借用畢業袍的申請。 同學可到銀行直接入數, 或經櫃員機或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	: 同學請帶 同學生證 , 親身於以下日期到書院演藝廳 (UG/F) 領取畢業袍。 日期: 2022 年 3 月 3 日 (星期四) 或 3 月 4 日 (星期五) 時間: 09:00 - 17:00 地點: 書院演藝廳 (UG/F) (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	: 日期: 2022 年 3 月 25 日 (星期五) 時間: 12:00 – 17:00 地點: 伍宜孫書院 (拍攝將於中央庭園舉行, 雨程將安排於學生飯堂內進行) (拍攝合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 2022 年 4 月 28 日 (星期四) 或之前於辦公時間內交還畢業袍至書院院務室。請注意 2022 年 4 月 28 日 (星期四) 還袍地點為書院演藝廳, 其他日子請交還至書院院務室。
6.	遺失、損壞或延遲交還罰款	: 凡於 2022 年 4 月 28 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	: 鑑於疫情反覆, 書院將適時公佈有關組織學生團體慶祝活動的事宜, 如有查詢, 可聯絡 Gloria [3943-3941 / glorialeung@cuhk.edu.hk] 或 Florence [3943-9767 / florencetsui@cuhk.edu.hk]
10.	其他書院拍攝日 (暫定)	: 敬文 2022 年 3 月 4 日 崇基 2022 年 3 月 11 日 善衡/和聲 2022 年 3 月 18 日 新亞/逸夫/晨興 2022 年 3 月 25 日 聯合 2022 年 4 月 22 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 [劉小姐 3118-4396 / info@victoriauniform.com] 或 Tick Your Gown [蔡先生 9531-5758 / www.tyg.hk@gmail.com]



Wu Yee Sun College
The Chinese University of Hong Kong
2021/22 Graduating Class Photo-Taking Day Arrangement

1.	Gown Trial Period & useful information	: Gown and cap fitting will be available from 5 January (Wednesday) to 28 January 2022 (Friday) . Time: 08:45-13:00 & 14:00-17:30 (except Saturdays, Sundays and Public holidays) Venue: College Office (G03, G/F, East Block) Please check the following link for more information regarding 1) hood color table for different faculties and 2) Proper way of wearing your gown. http://www.cpr.cuhk.edu.hk/cong/page/31?lang=zh_tw#Bachelor
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 true copy of the ATM / bank-in slip to college office or e-mail online bank transaction record to glorialeung@cuhk.edu.hk on or before 28 January 2022 (Friday). https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=13643862 Please deposit directly to the bank or via ATM or 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 present the student ID card to collect the gown in person on the following dates - Date: 3 March 2022 (Thursday) or 4 March 2022 (Friday) Time: 09:00 - 17:00 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 colors for each faculty, you are reminded to double check the color and bring your own bag to carry the gowns.)
4.	Graduating Class Photo-Taking Day	: Date: <u>25 March 2022 (Friday)</u> Time: 12:00 - 17:00 Venue: Courtyard, Wu Yee Sun College (for rain plan, photo-taking 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 28 April 2022 (Thursday) during office hours to the College Office. Please note the returning place will be changed to <u>College Theatre, Wu Yee Sun College</u> on 28 April 2022 (Thursday).
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 28 April 2022. 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	: With the uncertainty of the COVID, the College will share updates regarding the arrangement for student organizations who wish to organize celebratory activities during the photo-taking day in due course. For enquiries, please contact Gloria [3943-3941 / glorialeung@cuhk.edu.hk] or Florence [3943-9767 / florencetsui@cuhk.edu.hk]
10.	Photo-Taking Day of other Colleges	: CWC 4 March 2022 CC 11 March 2022 LWS / SHHO 18 March 2022 NA / Shaw / MC 25 March 2022 UC 22 April 2022 (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 Lau, 3118-4396 / info@victoriauniform.com] or Tick Your Gown [Mr. Choi, 9531-5758 / www.tyg.hk@gmail.com]

借用畢業禮袍注意事項

1. 同學如未能親身到書院試袍，可參看以下學袍及帽尺碼表，選取所選的尺碼

畢業袍尺碼 Gown Size	42	44	46	48	50	52	54
身高(尺寸) Height (cm)	<5'2"	5'2"-5'4"	5'5"-5'6"	5'7"-5'8"	5'9"-5'10"	5'11"-6'	>6'
	<157	157-163	164-168	169-173	174-178	179-183	>183
帽尺碼 Cap Size	6-1/2	6-3/4	6-7/8	7	7-1/8	7-1/4	7-1/2
頭圍(尺寸) Head Round (cm)	<22"	22"	22-1/2"	23"	23-1/2"	23-3/4"	>23-3/4"
	<55.8	55.8	57.1	58.4	59.7	60.3	>60.3

2. 同學須保持畢業袍清潔，並於 **2022 年 4 月 28 日(星期四) 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。
3. 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)
4. 如有遺失或損毀，須按右列價目賠償：學袍 \$360；兜囊 \$160；帽\$160
5. 同學須妥善處理借用之畢業袍：
- 5.1. 不得自行修改禮袍尺碼及款式。
 - 5.2. 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。
 - 5.3. 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。
 - 5.4. 不可把扣針扣在兜囊之色帶上，以免令色帶破損。

Reminder for the Rental of Graduation Gown

1. Students can refer to the following table for the gown and cap sizes if you can't come back to College throughout the gown trial period –

畢業袍尺碼 Gown Size	42	44	46	48	50	52	54
身高(尺寸) Height (cm)	<5'2"	5'2"-5'4"	5'5"-5'6"	5'7"-5'8"	5'9"-5'10"	5'11"-6'	>6'
	<157	157-163	164-168	169-173	174-178	179-183	>183
帽尺碼 Cap Size	6-1/2	6-3/4	6-7/8	7	7-1/8	7-1/4	7-1/2
頭圍(尺寸) Head Round (cm)	<22"	22"	22-1/2"	23"	23-1/2"	23-3/4"	>23-3/4"
	<55.8	55.8	57.1	58.4	59.7	60.3	>60.3

2. Students must keep the graduation gown clean and the whole set should be returned to the College **by 28 April 2022 (Thursday), 5:30pm.**
3. Penalty for late return at HK\$40 per day (excluding Sat, Sun and public holidays), to be deducted from deposit.
4. 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
5. Students are required to follow the instructions below regarding the handling of graduation gown:
- 5.1. Do not alter the size and style of the graduation gown.
 - 5.2. 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.
 - 5.3. 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.
 - 5.4. Do not put any pins on the color strip of the hood.