



Registrar's Office

教務長室

Our Ref.: 031.24

1 August 2024

To: Newly-admitted full-time undergraduate students under the age of 18

Dear Student,

May I extend my warm welcome to you in joining CUHK!

According to the admission records, you are still under 18 years old at the time of registration. To facilitate management of your academic study, learning experience and participation in academic and non-academic activities within or outside the University campus, the University has prepared the document "Essential Information for Students under 18" for you and your parents/guardian's attention. Please convey such essential information to your parents/guardian, and upload at the time of registration the completed "Consent Form" to the Registration and Examinations Section of the Registry.

If you have any questions regarding this matter and the consent form, please contact the following offices:

- Registration and Examinations Section
10/F, Yasumoto International Academic Park
Tel: 3943 9888
e-mail: ugadmin@cuhk.edu.hk
- Office of Student Affairs
1/F, Benjamin Franklin Centre
Tel: 3943 5909
e-mail: osa@cuhk.edu.hk

Kitty Yu
Registrar

c.c. University Dean of Students

The Chinese University of Hong Kong

Essential Information for Students Under 18

1. Some students who join the University are under the age of 18. While these students will be treated equally with other students, they are invited to note the following matters.
 - a. **Parental responsibility** - It should be noted that parental responsibility remains with the parents/ guardians, and that the University will not assume parental responsibility for students under 18. These students' parents/ guardians should be aware of their responsibility under some circumstances. Additional parental consent may be required for some activities, e.g. activities conducted outside Hong Kong.
 - b. **Student development activities** - Students under 18 can participate or engage (pursuant to a course requirement or otherwise) in academic, training, social and other activities (e.g. course trips, exchange programmes, evening gatherings and high-risk sports). Students are reminded that some of these activities may involve various kinds of risks and they should assess the potential risks before taking part in these activities.
 - c. **Compliance with regulations** - In general, students should comply with the relevant University regulations and take full responsibility for all activities which they participate in relation to their academic studies and non-academic activities at the University, e.g. course selection, internship and participation in student activities.
 - d. **Student associations** - Students may participate in student associations and their activities, if they wish. However, students who are under 18 should be aware of the personal liabilities of being office bearers of student associations, especially when engaging in contractual agreements with outside parties in the capacity of their positions in the student bodies, and the possible problems that may arise.
 - e. **Accommodation** - Students under 18 may be offered on-campus accommodation through residing in hostels.
 - f. **Access to selected materials** - Like other students, students under 18 have access to materials which are normally suitable for adults only. There will not be special restriction for access of students under 18 to materials in the libraries.
 - g. **Internship, placement and part-time work** - Students under 18 who will participate in internship, placement or part-time work are reminded of the

restrictions specified in the Employment of Young Person (Industry) Regulations on certain work settings and conditions.

- h. **Emergency** - Under specific circumstances or in case of emergency, students under 18 may need to receive psychological treatments, undergo medical operations, etc. If necessary, they may assist in police interrogation.
2. Students are protected by the Personal Data (Privacy) Ordinance. Parents/ guardians normally do not have the right to access students' personal data. In general, the University corresponds directly with students, but not their parents/ guardians. However, the University may sometimes need to contact parents/ guardians of the students, e.g. in the event of an emergency. It is necessary for students under 18 to provide the University with the emergency contacts of their parents/ guardians and update such records as and when necessary. The students have already given consent for the University to contact their parents/ guardians in the registration procedures.
3. If students under 18 feel that they may need additional support or would like to discuss with the University on any issues due to their personal circumstances, they are invited to contact the Office of Student Affairs, or their respective Colleges/ Faculties.
4. The parent/ guardian of a student who is still under the age of 18 as of the day of registration is asked to complete and sign a consent form to indicate his/ her acknowledgement of the information in this document and his/ her consent for the student to engage in relevant academic and student development activities.

The Chinese University of Hong Kong

**Consent given by the parent/ guardian of
a student who is under the age of 18**

I, the undersigned, am the father*/ mother*/ guardian* of _____
 (“the student”) with CUHK Student ID No.: _____ who is now
 under the age of 18. I confirm that I have read and understood the document on ***Essential
 Information for Students Under 18***. I understand that the student should comply with all
 relevant University regulations and takes full responsibility for activities he/ she engages
 in, and parental responsibility in respect of the student remains with the relevant parent/
 guardian (including myself). I also hereby give consent for the student to take part in
 relevant academic and student development activities.

I shall provide the University with the updated contact details and any information
 in respect of the special needs of the student.

This consent shall lapse upon the student’s reaching of the age of 18.

Signature: _____

Name: _____

Contact tel. no.: _____

Date: _____

* *Please delete as appropriate*

- Note: 1. If the parent/ guardian of the student is not able to complete this consent form at the time of the student’s
 registration, the student should still upload this form leaving the signature or other details “blank”. The
 Registration and Examinations Section will further follow up on this form with the student concerned.
 2. The student concerned assumes full responsibility for data accuracy in this form.

Personal Information Collection Statement:

1. The personal data provided in this form will be used for the specified purpose as stated in this form.
 2. The information given may be held by/ transferred to any department/ administrative unit within CUHK for
 related purposes. All information provided, when no longer required, will be destroyed.
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