



A Guide to
Campus Life
2020-2021



Contents

Welcome Message	3
Liberal Arts Education at Lingnan University	4
Staff Contacts of Student Services Centre (SSC)	5
Useful Contacts	8
Whole Person Development at Lingnan University	10
Certificate of Awards and Participation (CAP)	12

Preparing for Your University Life

New Student Orientation (NSO).....	13
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Learning Enhancement

Integrated Learning Programme (ILP)	16
Lingnan High-Flyers Programme.....	18
Service-Learning (S-L): Make an impact	20
Student Exchange Programmes (SEP)	22

Outside Classroom Learning

Hostel Life.....	24
Community Services	26
Physical Education, Sports Teams and Activities	28
Student Societies	32
University Teams	34
Mentoring Programmes.....	36
Student Development Awards	38

Language Learning Opportunities at Lingnan

Lingnan Language Enhancement Initiative (L ² EI)	40
English and Additional Languages	41

Career Preparation

Career Advising Services	42
--------------------------------	----

Support Services

Counselling Services and Personal Development	44
Support for International and Mainland Students	46
Support Services for Students with Special Needs	48
Financial Assistance and Scholarships	50
Student Health Services	52
Catering Services	53
Communication Channels	54

Important Information You Must Read

Lingnan University Guidelines for Learning	55
Plagiarism	57
Academic Regulations for Undergraduate Programmes.....	59
Sexual Harassment	60
General Advice	61
Campus Map	64



Welcome Message

Dear student,

Welcome to Lingnan University!

As a top Liberal Arts university, we strive to provide quality whole-person education and residential education for you to pursue your personal goals. "A Guide to Campus Life 2020-2021" showcases a wide range of programmes, services, facilities and support specially designed for you to experience our distinctive Liberal Arts education.

Residential education, one of the hallmarks of student development, provides a favourable living-learning community for self-learning and maximizes students' engagement in cultural, social innovation, and global humanistic aspects. Besides academic pursuit, you are highly encouraged to participate in vast choices of on-campus activities: you can serve your fellows as an office-bearer of student societies to nurture your leadership skills, or take part in community services to bring positive impact to society, and, last but not least, prepare for your future career path.

Throughout the years at Lingnan, Student Services Centre (SSC) offers bountiful invaluable opportunities for out-of-classroom learning. We aim to set the path to foster responsible and caring leaders who will play leading roles in improving the well-being of our society and its fellow citizens. We endeavor to prepare you to respond positively to novel situations and unstructured problems, and communicate effectively in academic, professional and social settings to achieve all-round excellence.

I hope you enjoy the upcoming new experience of living on this loving and supportive campus. Please take the initiative to plan ahead for your university life and seize every opportunity to equip yourself. You are surely in good hands with the caring SSC team and all the welcoming mentors!

Yours sincerely,
Jenny Ko
Director of Student Services



Liberal Arts Education at Lingnan University

Liberal arts education at Lingnan University aims to instil a sense of civic duty in our students and to cultivate skills, competences and sensibilities that enable graduates to pursue their goals in a rapidly changing social, cultural and economic environment. Lingnan graduates will have breadth and depth of vision, the desire and capacity for public service, an awareness of the complexities that characterize enduring human dilemmas, and, accordingly, maturity of judgement. Excellent as leaders and employees, Lingnan graduates will be the beneficiaries of a multi-dimensional approach to learning.

Staff Contacts of Student Services Centre (SSC)

Staff List & Major Duties	Email	Telephone
Associate Vice-President (Student Affairs)		
Professor Dong-hui LI Director of Student Services	avp-sa	2616 7311
Ms Jenny Lai-fong KO	jennyko	2616 7300
Leadership Development & Enrichment Section		
Associate Director of Student Services		
Ms Connie Lai-chu WONG Promoting students' personal enrichment and leadership qualities through ILP, life-long learning through career education, internships programmes, community services and mentoring programmes; and connecting graduates/graduating students	conniewong	2616 7027
Senior Career Development Manager		
Mr Albert King-leung SUEN Career Education & Development Programmes, Alumni-Related Career Programmes, Career-Advising and Lingnanian Executive Mentoring Programme	suenalb	2616 7407
Assistant Career Development Manager I		
Ms Sara Tze-ying CHOW Job Preparation Training, On-line Job Information Systems, Overseas Internships, Toastmasters Training and Career Advising	saraty	2616 7404
Assistant Student Services Manager I		
Ms Angie Hoi-yan LAU Career Programmes, Civic Engagement and Community Services	angielau	2616 7023
Ms Elaine Wan-lin YAM Integrated Learning Programme & University Assembly	sselaine	2616 7304
Mr Linus Kam-tong LAU Uni-Y	linuslau	2616 7029
Assistant Student Services Manager II		
Mr Jeffy Chi-hin LAU Integrated Learning Programme & Lingnan University Choir	jeffylau	2616 7403
Ms Shirley Pui-shan SIU Internship Programmes, Leadership Mentorship Programme and Graduate Employment Survey	shirleysiu2	2616 7366

Staff List & Major Duties	Email	Telephone
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Leadership Development & Enrichment Section

Senior Student Services Officer		
Mr Edwin Chun-yin FOK Career Programmes, Placement Services & Career Advising	edwinfok	2616 7408
Student Services Officer		
Mr Stanley Ka-kit CHU Integrated Learning Programme	kakitchu	2616 7367
Ms Pauline Yuk-king TSE Integrated Learning Programme	paulinet	2616 7411

Residential Life & Resources Section

Associate Director of Student Services		
Ms Carman Lai-kuen YAU Advancing residential education programme that could promote the cross-cultural appreciation, sense of community, language learning and social competence; hostel administration & support for non-local students	yaucy	2616 7303
Assistant Student Services Manager I		
Mr Tim Cheuk-wai CHUNG Student Hostel Administration & Debate Teams	timchung	2616 7022
Ms Iris Wing-mui HO Residential Education Programmes, Language Enhancement Programmes & New Student Orientation	irisho	2616 7410
Ms Joey Wan-yee LEUNG Cross-cultural Integration, Support for Non-local Students & Catering Services	joeyl	2616 7302
Assistant Student Services Manager II		
Ms Nans Wing-yee LEUNG Support for Student Societies & Centre Administration	nansleung	2616 7365

Wellness & Supports Section

Associate Director of Student Services		
Ms Mabel Mee-chu MAK Promote well-being among students through physical and mental health programmes; provide care and support to cater to students' needs on physical development and psychological support; administer scholarships and finance for students	makmc	2616 7021

Staff List & Major Duties	Email	Telephone
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Wellness & Supports Section

Counsellor		
Dr Gloria Oi-chi WONG Psychological Counselling, SEN coordinator & Training on Personal Development	gloriawong	2616 7401
Assistant Counsellor		
Ms Rebekah Nga-man WONG Psychological Counselling, Training on Personal Development & Health Education Programmes	rebekahwong	2616 7400
Mr Elton Hon-ching NG Psychological Counselling, Psychological Assessment, Mental Health & Psychological Wellbeing Programmes	eltonng	2616 7031
Assistant Manager (Physical Education) I		
Dr Kam-ming MOK Physical Education Courses, Sports Activities and Sports Teams & Health Education Programmes	kmmok2	2616 7301
Ms Echo Yuk-lap CHENG Sports Teams & Sports Activities	echocheng	2616 7019
Assistant Student Services Manager I		
Ms Collia Hoi-yan LAW Scholarships and Student Financial Assistance & Student Health Services	collialaw	2616 7305
Senior Student Services Officer (Physical Education)		
Mr Jack Chi-ho WONG Sports Activities & Sports and Cultural Teams	jackwong	2616 7310

Office Location of SSC

Office Location of SSC
G/F, Dorothy Y. L. Wong Building
Tel: 2616 7309
Email: ssc@LN.edu.hk
Website: <http://www.LN.edu.hk/ssc>
Facebook: LingnanSSC
Instagram: Lingnan.SSC

Office Hours

Mondays - Fridays: 9:00am - 12:30pm & 1:30pm - 5:21pm
Saturdays, Sundays and Public Holidays: Closed

Useful Contacts

Emergency	Telephone
Lingnan Emergency Hotline (24 Hours)	2616 8000
24-hour Counselling Hotline for Lingnan Students managed by the Christian Family Service Centre	2616 8866
Tuen Mun Hospital	2468 5111
Tuen Mun Police Station	3661 1670

*** If the condition is serious, dial 999 for help at the same time to avoid delay in treatment.**

Administrative & Services Units	Telephone
Campus/ Hostel Facilities Management	2616 7134 / 2616 7139
Information Technology Services Centre (ITSC)	2616 7995
Library	2616 8586
Lingnan Counsellors during Office Hours	2616 7024
Office of the Comptroller (CO): Payment Enquiry	2616 8816
Office of Global Education and Interdisciplinary Studies (OGEIS)	2616 8990
Registry	2616 8750
Sports Complex	2616 7147
Student Services Centre (SSC)	2616 7309 / 2616 7405
Students' Union (SU)	2454 1111
Teaching and Learning Centre (TLC)	2616 7581 / 2616 7576

Amenities	Telephone
The Bank of East Asia, Ltd (Lingnan University Branch)	3609 3631
Tai Ning Hall – Canteen (Fast Food)	2616 7523
Lingnan House (Chinese Restaurant)	2616 7990
Cafe	2663 9701

Student Hostels				
Hostel	Commonly known as	Warden & Senior Tutor	Contact No	Security Counter
William M W Mong Hall The Bank of East Asia Hall	A	Prof Annie Hau-nung CHAN	2616 7204	2616 7640
		Ms Nancy Ning LU	2616 7271	
Tsung Tsin Association Hall Fok Cho Min Hall	B	Prof Mark Alan MC GINLEY	2616 7082	2616 7641
		Mr Chad Wing-fung CHAN	2616 8074	
Chung Shun Yee Min Hall	C	Prof Chi-pang LAU	2616 7483	2616 7642
		Ms Elaine Wan-lin YAM	2616 7304	
Lam Woo Hall	D	Prof Dickson Chak-kwan CHAN	2616 7420	2616 7643
		Dr Genghua HUANG	2616 7896	
The Jockey Club Hall	E	Prof Donghui LI	2616 7963	2616 7644
		Ms Vivian Tsz-ting MOY	2616 7217	
The Jockey Club Hall	F	Prof Yujian ZHENG	2616 7481	2616 7645
		Ms Vincy Wing-yin AU	2616 8339	
The Jockey Club New Hall	G	Prof Hung-kai LEE	2616 7878	2616 8708
		Mr Jeffy Chi-hin LAU	2616 7403	
The Jockey Club New Hall	H	Prof Mark Andrew HAMPTON	2616 7402	2616 8708
		Ms Shan-shan MAN	2616 7449	
Wong Hoo Chuen Hall	WHC	Prof Jonathan FONG	2616 7081	2616 8706
		Ms Nans Wing-yee LEUNG	2616 7365	
Wu Jieh Yee Hall	WJY	Prof William Guanglin LIU	2616 8327	2616 8706
		Mr Eric Chi-ping TSUI	2616 7284	

Whole Person Development at Lingnan University

Development Programmes Complementary to Academic Studies

Freshmen



Happy Students



Ideal Graduates

Preparation for University Life

- New Student Orientation (NSO)
- Integrated Learning Programme - First Year Experience Programme (ILP - FYEP)
- FYEP - Exploration Week

Learning Enhancement

- Integrated Learning Programme - Advanced Year Experience Programme (ILP - AYEP)
- Peer Mentoring Programme (PMP)
- Civic Engagement (CE)
- Campus-wide Activities
- Student Exchange Programmes (SEP)

Outside Classroom Learning & Leadership Enhancement

- Hostel Life
- Community Services
- Physical Education & Sports Activities
- Student Activities (Student Societies & University Teams)
- Leadership Enhancement
- Leadership Mentoring Programme (LMP)

Career Preparation

- Career Education & Development Programmes
- Career Empowerment Programme
- Pre-employment & Skills Training
- Internship Programmes
- Job Information Services
- Career Advising
- Lingnanian Executive Mentoring Programme (LEMP)

Knowledge:

Strong oral and written language competence in both English and Chinese (Putonghua as well as Cantonese)
A secure grounding in his or her chosen academic field(s) and an awareness of possible cross-disciplinary applications
Proficiency in information technology

Skills:

Excellent interpersonal communication ability
Strong analytic competence and a capacity for independent critical thinking
Creative and sound problem-solving and planning capabilities

Attitudes:

Commitment to involvement in and service to the community
An international outlook and an ability to understand problems from various cultural perspectives
Tolerance, integrity, civility and a sense of personal responsibility when interacting with others
A desire for life-long learning

Student Services- Psychological Counselling , Financial Assistance, Scholarships, Health Services, Catering Services, Support for Non-local Students & Communication Channels

Certificate of Awards and Participation (CAP)

To complement the academic transcript by building students' co- and extra-curricular portfolio!

- Recording your achievements such as awards, contribution in the University, attendance of Integrated Learning Programme (ILP) etc.
- Do check your CAP regularly

CAP shows the following records of each student:

Awards

- Participation in cultural and sports activities
- Student leadership development and exchange programmes
- Outstanding services
- Training courses and programmes

Contributions to the University

- Office-bearers of student bodies and members of university teams
- Organizers of major campus events
- Student Representatives in university committees
- Student Ambassadors

ILP Course Attendance

- All the ILP programmes, workshops, activities and courses attended

Fulfillment in Graduation Requirement

- Information Technology Fluency (ITF) Programme
- Civic Engagement (CE)

Fulfillment in Other Requirements

- Attendance in Awards Presentation Ceremony and Sports Day

Enquiries:

Ms Mabel MAK

Tel: 2616 7021

Email: makmc@LN.edu.hk

Website: <http://www.LN.edu.hk/ssc/co-curricular-programmes/cap>

Ms Phyllis FUNG

Tel: 2616 7308

Email: phyllisfung@LN.edu.hk

A "Student Copy" is now available for you for printing by login to the "myLingnan Portal". SSC will issue to you an "Official Copy" of CAP when you graduate. (An "Official Copy" is a copy with the signature of the Director of Student Services and office chop while the "Student Copy" is a copy without the signature and office chop. An "Official Copy" will only be sent sealed direct to the company or institution you apply for employment or further studies.)

New Student Orientation (NSO)

What is university life? NSO provides you some insights into, and prepares you for a diversified and substantial university life

Helps you

- Adjust to the university life efficiently and effectively
- Acquire the necessary information to prepare for the commencement of your learning journey at the university
- Network and reap the benefits from the experiences of senior students, staff and alumni regarding university life
- Set goals for university life success and whole-person development
- Nurture your pride of becoming a Lingnanian





“ *Being a peer mentor, I can build up friendships and become a more mature person. I totally understand how confused freshmen feel when they are trying to adapt to the new university environment. Therefore, as a peer mentor, I have tried my best to provide my mentees with clear direction and accompany them to ride out the storm. The experience has greatly nurtured me to be a caring and considerate person.* ”

CHAU Ming Chi (Year 4, BBA-Marketing)

Enquiries:

Ms Iris HO

Tel: 2616 7410

Email: irisho@LN.edu.hk

Website: <http://www.LN.edu.hk/ssc/new-students/nso>

Learning Enhancement

Integrated Learning Programme (ILP)

Help students unlock potentials, boost confidence and achieve success!

- One of the co-curricular programmes and graduation requirements
- Over 400 activities each year

Six Learning Domains under ILP

- Civic Education & Leadership Development
- Intellectual & Entrepreneurship Development
- Physical Fitness & Well-being
- Social & Emotional Well-being
- Aesthetic Development
- Residential Education

ILP Learning Domains	Minimum ILP Unit Requirements		
	Students on a 4-year programme	Outbound Exchange Students (for one term)	Senior Year Places Students (designated as Year 3)
Civic Education & Leadership Development	5	5	5
Intellectual & Entrepreneurship Development	5	5	5
Physical Fitness & Well-being	5	5	5
Social & Emotional Well-being	5	5	5
Aesthetic Development	5	5	5
Residential Education	5	5	5
Free Electives	30	22.5	10
New Student Orientation (NSO)	15	15	15
Total Unit Requirements:	75	67.5	55

Enquiries:

Ms Elaine YAM

Tel: 2616 7304

Email: sselaine@LN.edu.hk

Website: <http://www.LN.edu.hk/ssc/ilp>

Facebook: <https://www.facebook.com/LingnanILP>

Mr Jeffy LAU

Tel: 2616 7403

Email: jeffylau@LN.edu.hk

Mr Stanley CHU

Tel: 2616 7367

Email: kakitchu@LN.edu.hk



“My roommate always jokes about ILP as her major, since her active engagement in various ILP activities. I totally buy in with her and go around different ILP activities. ILP surely facilitates my personal development, a chance for me to explore various things. I could never have tried Tango and Indian Dance performance if there is no ILP. I therefore understand my passion better and able to navigate with clearer intention.”

KO Jasmine (Year 4, BA-Chinese)

Lingnan High-Flyers Programme

Be an entrepreneurial, impactful and influential global leader!

- An exclusive and highly selective programme designed to cultivate our outstanding students with entrepreneurial mindset and leadership.
- Providing participants a lens to see problems as opportunities and confidence to solve problems with their courage, creativity, resilience and ability to strive for higher achievement in life.

About the Programme

- Design and execute your projects with innovative ideas and achievable tasks in response to the sustainable development goals (SDGs) set by the United Nations General Assembly.
- Coaches will regularly meet and guide your teams with practical advice and guidance.
- Pitch your project in front of professional judges to win the High-Flyers Challenge.

Awards for the Winning Teams

- Champion and runner-up teams will receive startup funds and sponsorships to join a community services study tour in overseas.
- Networking opportunities for meeting with potential employers, honorable guests or media.

Target Students

- Year 1 - 3 Full-time Undergraduate Students.
- Good academic standing.
- Keen interest in developing their potentials in entrepreneurial spirit, leadership, global perspective, critical thinking, interpersonal skills.
- Ready to face challenges and commit to their projects throughout the programme.



Enquiries:

Ms. Elaine YAM

Tel: 2616 7304

Email: sselaine@LN.edu.hk

Mr. Jeffy LAU

Tel: 2616 7403

Email: jeffylau@LN.edu.hk

Website: <http://www.LN.edu.hk/ssc/highflyers>

Service-Learning (S-L): Make an impact!

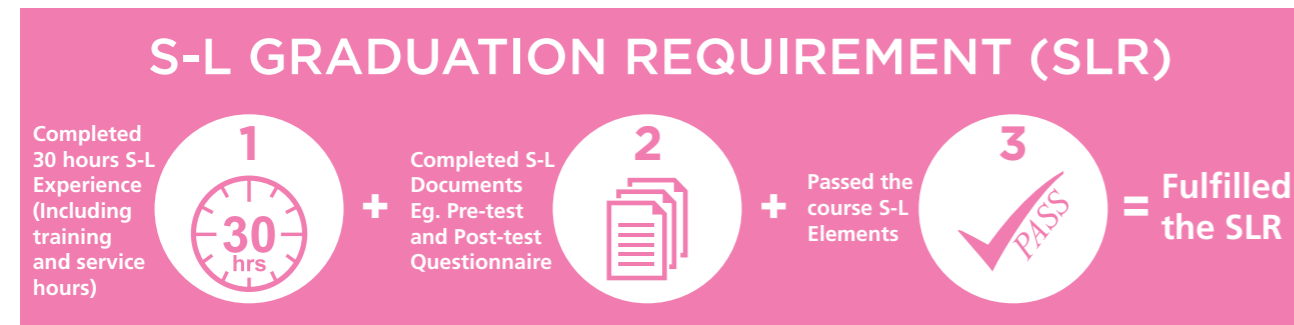
Service-Learning (S-L) gives you the opportunity to make an impact by connecting academic knowledge to meaningful community projects. It is an adventure that will give you practical skills and mindsets for changing the world you live in for the better.

- Local and overseas opportunities with community partners
- An experiential learning method in which student can apply knowledge to solve real-life problems
- Well received with over 900 students participating in Service-Learning each year



A graduation requirement

All students are required to pass at least one academic course with a S-L element, fulfill 30 hours of service, and submit all required documents



You can choose from a wide variety of Service-Learning project, such as:

- Advising an NGO on how to improve their marketing strategy.
- Building an affordable air-purifier for the underprivileged in Hong Kong.
- Organizing an environmental awareness campaign in Hong Kong's Ocean Park.
- Creating an international travel guidebook for active and adventurous Hong Kong elders.
- Helping migrant workers with young babies and children deal with legal issues.
- Conducting interviews and producing videos on the life of ethnic minority elderlies in Hong Kong.



Enquiries:

Office of Service-Learning
LBY 101, 1/F, B.Y. Lam Building
Tel: 2616 8073
Email: osl@LN.edu.hk
Website: <http://www.LN.edu.hk/osl>

Student Exchange Programmes (SEP)

Grasp this once-in-a-lifetime learning experience to study abroad in U-life!

- Over 240 exchange partners in over 40 countries/ regions:
 - Africa: Cote d'ivoire, Egypt, Morocco, South Africa
 - Asia Pacific: Australia, India, Indonesia, Israel, Japan, Kazakhstan, Korea, Mainland China, Malaysia, Pakistan, Taiwan, Thailand, the Philippines
 - Europe: Austria, Belgium, Croatia, Czech Republic, Denmark, Estonia, Finland, France, Germany, Hungary, Italy, Latvia, Lithuania, Norway, Poland, Portugal, Romania, Russia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, the Netherlands, the United Kingdom
 - The Americas: Canada, Chile, Ecuador, Mexico, Peru, the United States of America
- 2 rounds of applications for one-semester exchange opportunities (in September/ October and February/ March)
- Short-term Summer/ Winter programmes are on offer
- Air ticket sponsorships, exchange scholarships and means-tested/ non-means-tested subsidies are available for eligible programmes



Enquiries:

Office of Global Education and Interdisciplinary Studies (OGEIS)
AD208/1, 2/F, Wong Administration Building
Tel: 2616 8990
Email: ogeis@LN.edu.hk
Website: <http://www.LN.edu.hk/ogeis>



“My exchange journey was thrilling yet enriching. I understand it is not easy to step out of one’s comfort zone, but I am glad I took that step – a step that opened many doors for me. Knowledge does not have to come from books, it can come from experiences and from the stories of other humans. I am proud that I came back as a different person who is more mature, understanding, responsible and has a fire inside me for learning.”

KOUSAR Tooba (2020 Graduate of BA-Contemporary English Studies; went on exchange to University of Essex in the United Kingdom in Fall 2019)

“Studying in Japan for half a year was the most unforgettable and wonderful experience in my whole life! With an expanded network of international friends, my English and Japanese language proficiency improved tremendously. We are still in touch and have become lifelong friends. My friends even encouraged me to find a job abroad, which inspired my career plan for the future. Now I feel that working overseas may not be impossible.”

KWOK Tsz Hin (2020 Graduate of BBA-Accounting; went on exchange to Waseda University in Japan in Spring 2019)

Outside Classroom Learning

Hostel Life

Quality whole-person education and residential education are critical to student development at Lingnan. We offer rich campus life through hostel education. Undergraduate students live on campus and develop their strengths in our Living Learning Communities. Be prepared to make lifelong friends in our residential halls and start your exciting university life here.

Hostels as Living Learning Communities

- Foster students' intellectual development and horizons, and encourage immense interactions with hostel residents
- Build up soft skills such as independence, interpersonal skills, sense of community and responsibility through living with roommate(s), floor mates and community life in hostels
- Create sense of belonging to their own hostel and Lingnan

Global Perspectives and Cultural Exchange

- Enable students to experience the multi-cultural hostel life with non-local and exchange students around the world
- Enhance students' language proficiency, cultural appreciation and international perspective, through increasing social interaction among local, non-local and exchange students in hostels



Hostel Activities

- ILP programmes organized by Warden's Offices
- Orientation Camps
- Celebrations of festivals such as Thanksgiving, Chinese Lunar New Year, mid-Autumn Festival etc.
- High Table Dinners
- Inter-hostel events: The President's Cup, Aquatic Meet, Sports Day etc.
- Green Projects

Financial Support to Needy Students

- Students with financial difficulties may apply for deferred payment
- University offered a number of hostel bursaries and scholarships for students to apply



“The best part of hostel life is to explore yourself and find out who you are. More importantly, the connection with fellow hallmates, the staff of warden office and also former residents gives me different opportunities, no matter in challenging myself or uplifting interpersonal skills. Living in student hostel is also the best way to be independent. I organised and participated in different hostel activities such as annual dinner and orientation camp. The experience I have had here definitely brings me joy and excitement which I cannot find in other places. To be honest, since my first year, student hostel has become my second home and I am still very glad that I chose to live here.”

HUANG Ka Leung (Year 4, BSocSc-China and Asia Pacific Studies)

Community Services

Providing opportunities for students to serve the community!

Lingnan C♥Connects Programme

- With the theme “Care for Community · See the Connections”
- Interested students join this programme as C♥Connects Crew Members
- Trainings and sharing sessions will be offered
- C♥Connects Crew Members are encouraged to serve in University programmes and events, as well as to serve the community through structured community service programmes and self-arranged volunteer services
- A one-stop “C♥Connects Online Platform for Volunteer Service Record Submission” enables C♥Connects Crew Members to input community service records and view the service hours accumulated
- Outstanding C♥Connects Crew Members will be recognized with following benefits:
 - Networking opportunities and eye-opening exposures
 - Adventure-based Day Camp with full sponsorship
 - Exchange & Service Tour with full sponsorship

Structured Community Service Programmes

- Project X
- Orbis Eye Brightening Advocate Program
- Lingnan Air Cadet Corps Officer Trainee Programme
- ICAC Ambassador Programme
- Befriending Visit (Hospital Wards and Elderly Home)
- “Strive For Success” Tuen Mun District Primary Students Award Scheme – A Day at University for Primary School Students

Community Service Awards

- Recognize students’ outstanding commitment, leadership and achievement in community services



“If I was asked to describe the “Project X Programme” with a word, I will definitely choose the word “valuable”. In the programme, I built connections with schoolmates and my mentee through a great variety of big-scale group activities and self-arranged gatherings. Every unforgettable moment that we captured during different activities was deeply imprinted in our memory. Undoubtedly, I treated my mentee as a friend of mine rather than a service recipient. Through face to face interaction as well as social media channel, we freely shared our ideas on different aspects, ranging from school life, interests to leisure activities. I would have never expected that we could develop such a closed friendship, and I am delighted that the outcome through participating in this programme has been exceeded. Through interaction with my mentee, I have been enabled to understand the world of teenagers and their thoughts in a greater extent. While I have learnt and practised my skill in caring for others, I am also glad with how I have improved my communication and interpersonal skills. All in all, I enjoy this programme so much as it has provided me with numerous unforgettable experiences. I am really thankful for the opportunity to engage in this programme.”

LEUNG Tsz Wa (Year 2, BSocSc-Social & Public Policy Studies)

Enquiries:

Ms Angie LAU
Tel: 2616 7023
Email: angielau@LN.edu.hk
Website: <https://www.LN.edu.hk/ssc/community-services/c.connects>

Physical Education, Sports Teams and Activities

Help students develop a lifelong interest in sports and build up a good physique!

Physical Education Courses and Workshops

- Nearly 100 courses and workshops under the ILP Physical Fitness and Well-being domain each year
- Programmes including ball games, racket games, swimming, dancing, physical fitness, martial arts, yoga and others

Enquiries:

Dr Kam-ming MOK
Tel: 2616 7301
Email: kmmok2@LN.edu.hk

Advocate students' team spirit and sense of belonging!

Sports Teams & Clubs

- More than 40 sports teams and clubs organized by SSC and Students' Union

Enquiries:

Ms Echo CHENG
Tel: 2616 7019
Email: echocheng@LN.edu.hk



Started from academic year 2017/18, "Lingnan University Entrance Scholarships for Elite Athletes" will be awarded to elite athletes pursuing the full-time undergraduate studies at Lingnan enrolled through JUPAS or Non-JUPAS admissions.

Entrance Scholarships for Elite Athletes

- Full scholarship covers tuition fee and hostel fee per academic year
- The scholarship is renewable annually subject to the attainment of renewal requirement

Enquiries:

Ms Echo CHENG
Tel: 2616 7019
Email: echocheng@LN.edu.hk
Website: <http://www.LN.edu.hk/ssc/sports/athletes-scholarships/>

Do join the University-wide sports events every year!

Sports Activities

- Aquatic Meet
- President's Cup Inter-Hostel Sports Competitions
- Sports Day

Enquiries:

Mr Jack WONG

Tel: 2616 7310

Email: jackwong@LN.edu.hk

Website: <http://www.LN.edu.hk/ssc/sports>

A wide range of sports facilities for students' use!

Sports Facilities

- Indoor Sports Complex (Fitness Room, Squash Courts, Table-Tennis Room, Tennis Court)
- Jackie Chan Gymnasium (Badminton Courts, Basketball Court, Volleyball Court)
- Tin Ka Ping Swimming Pool
- Pan SuTong Sports Ground (Tennis Courts, Half-Side Basketball Court, Running Tracks, Football Pitch)
- Wofoo Joseph Lee Student Activity Centre

Enquiries:

Campus Support Office - Sports Facilities

Tel: 2616 7147

Website: <https://www.LN.edu.hk/co/facilities/sports>



“Lingnan University provides a great opportunity for me to continue my career in rugby. I enjoy the moment with my teammates and coach here. They taught me more than rugby skills and I learnt perseverance from them. Do grab the chance and enjoy sports in Lingnan!”

YUEN Kwok Hing (Year 3, BBA-e-Business)



Student Societies

Serve fellow students or community at large and nurture students' leadership through joining student societies as office-bearers.

Lingnan University Students' Union (LUSU)

- Registered with the Societies Registration Office
- An independent organization representing all full-time students at the University
- Programme-based societies and many interest clubs are affiliated to LUSU

SSC Support to Student Societies

- Student Activities Fund (SAF)
- Leadership fund for student leaders
- Student amenities
- Leadership Enhancement Programme (LEP)
- Advice and assistance



List of Student Groups in 2020/21

Students' Union

- Representative Council
- Press Bureau

Interest Groups

- AIESEC (LN)
- Comic Fans Club
- Dancing Society
- Drama Society
- Judo Club
- Karate Club
- Music Society

Programme-based Societies

- Business Administration Society
- Senate of Association of Arts Programme
- Senate of Business Administration Society
- Senate of Society of Social Sciences
- Society of Social Sciences
- Society of Cultural Studies
- Visual Studies Society

Enquiries:

Ms Nans LEUNG
Tel: 2616 7365
Email: nansleung@LN.edu.hk

Ms Sita WONG
Tel: 2616 7025
Email: sita@LN.edu.hk

Website: <https://www.LN.edu.hk/ssc/leadership-enhancement>

“Serving in the Student Society could help you understand yourself better, including your personal character and your own strength/ weakness. The experience of organizing activities and events were also wonderful memories in my University's life. Throughout the process, I worked closely with my team committee members to contribute to the University, the Department, fellow teachers and classmates.

Being a student leader is never an easy task. However, if you succeed to get your foot in the door, you will learn a lot and have dozens of memories in upcoming year. One may have regrets when the service days were over, but I believe that no one will regret for the original purposes when taking up this role.

Stay gold for your new life! ”

LAM Wing Nam
(Year 3, BA-Chinese)



University Teams

Recruitment of University Team members starts in September each year!

Cultivate students to become good team players!

Sports Teams

- Represent the University to take part in local and overseas competitions
- Set targets to achieve the Outstanding Athletes and Outstanding Martial Art Athlete Awards
- Acquire a life-long interest in sports activities

Enquiries:

Ms Echo CHENG
Tel: 2616 7019
Email: echocheng@LN.edu.hk

Be Bold! Be Awesome! Be a Toastmaster!

Lingnan University Toastmasters Club

- Learn and practise English public speaking in a fun and supportive environment
- Offer tons of activities, contests and workshops

Enquiries:

Ms Sara CHOW
Tel: 2616 7404
Email: saraty@LN.edu.hk

Website: <http://lingnanu.toastmastersclubs.org/>

Join the Teams and be the best debater!

Debate Teams (Putonghua and Cantonese)

- Strengthen students' minds and tongues by formal training
- Take part in various inter-university competitions

Enquiries:

Mr Tim CHUNG
Tel: 2616 7022
Email: timchung@LN.edu.hk

Give a try of the traditional Chinese arts in u-life!

Lion Dance Team and Dragon Boat Team

- Learn and practice the skills for Lion Dance and Dragon Boat!
- Offer various opportunities for students to practice and perform on different stages and large-scale events

Enquiries:

Mr Jack WONG
Tel: 2616 7310
Email: jackwong@LN.edu.hk



“ I am very grateful to be one of the members in the Chinese Debate Team. There were many bittersweet moment that I would never forget. All of the team members shared the same vision and we all aimed at being the champion team. Having a common goal and sharing the same vision definitely provided guidance for our tough journey. ”

MAK Wa Ki (Member of Chinese Debate Team; Year 4, BA-Cultural Studies) (Lingnan Chinese Debate Team won the championship in Inter-Collegiate Debate Competition 2019)



Mentoring Programmes

Enriching students' education and life experiences by sharing insights between mentors and mentees!

Leadership Mentoring Programme (LMP)

Motivating students to pursue all-round development!

- Year-1, Year-2 and postgraduate students as mentees; successful executives and leaders from the Hong Kong Professionals and Senior Executives Association (HKPASEA) as mentors
- Mentoring period lasting for 6 months from April to October every year
- Enabling students to learn from mentors' professional practice and guidance to get prepared for future career



“*The insights from the mentor were incredibly useful to my career development. Now I know the next steps to take in order to succeed.*”

CHAN Hon Chuen
(2020 Graduate of
BSocSc–Economics)

Enquiries:

Ms Shirley SIU
Tel: 2616 7366
Email: shirleysiu2@LN.edu.hk

“*I received a lot of advice from my mentor. He shared his success stories and invaluable working experience so that I can be less puzzled in developing my career path. Through our conversations, I got much insightful idea not limited to my career path but also in my life. I am glad that I could join LEMP.*”

CHEUNG Lee Man (2020 Graduate of BSocSc–Psychology)

“*The programme successfully enhanced students' awareness in career planning. With the lively experience provided by mentors, I could have a better understanding about the current situation of the auditing industry. Also, I could have better preparation for taking QP exam.*”

A part from interaction with the mentor, assistance from career team is also beneficial in job seeking. Throughout the year, job vacancies were always promoted through email, and different career talks were arranged. It definitely helps final year students in job seeking.”

CHEUNG Tsz Yan (2020 Graduate of BBA–Accounting)

Lingnanian Executive Mentoring Programme (LEMP)

Enabling students to gain invaluable career advice and guidance from experienced professionals in different fields!

- Year-3, Year-4 and postgraduate students as mentees; Outstanding alumni, Lingnan associates as mentors
- Mentoring period lasts for one year starting from September every year
- Application opening in April
- Familiarizing students with the real work world and practical job-hunting skills/ strategies
- Enhancing students' employability after graduation



Enquiries:

Mr Albert SUEN
Tel: 2616 7407
Email: suenalb@LN.edu.hk

Mr Edwin FOK
Tel: 2616 7408
Email: edwinfok@LN.edu.hk

Website: <https://www.LN.edu.hk/ssc/career/lemp>

Student Development Awards

Precious chance for students to join the meaningful programmes for their whole-person development!

- Offering a wide range of student development awards
- Subsidy from SSC available for supporting students to join the programmes

Interacting with the youths around the globe!

International New York Times Athens Democracy Forum

- Organized by the Global Liberal Arts Alliance and Deree-The American College of Greece
- Student delegates around the world gathering and discussing about the issues of democracy at Athens, the foot of the Acropolis
- Enabling students to mingle with international leaders and scholars

Maximizing students' limits physically and mentally!

Providence Foundation Outward Bound Leadership Training Awards

- Unleashing the potential of student leaders
- Strengthening the problem-solving skills through team-building activities
- Discovering different types of leadership styles, through outdoor experiential learning in a 7-day journey



“There were a lot of precious moments during the forum that I would never forget. The most memorable one would be the Cocktail Reception. Having the chance to meet so many honorable guests together at one night was definitely rare, especially when you were in a foreign country that what you do, how you act would actually portray the image of a Hong Konger. Many people were interested to learn more about the social condition in Hong Kong when I introduced I were from Hong Kong. It was always great to exchange ideas and viewpoints with various people coming from different corners of the globe. The other part would be having the chance to directly discuss diverse issues with the UN Youth Envoy during a round-table discussion. Being able to meet and analyze important world issues together with like-minded people worldwide was undeniably one of the most essential takeaways of the Democracy Forum.”

CHAN Hiu Man
(Participant of Athens Democracy Forum 2019; 2020 Graduate of BA-Chinese)

Enquiries:

Ms Elaine TSANG
Tel: 2616 7405
Email: tsangyl@LN.edu.hk



Language Learning Opportunities at Lingnan

Lingnan Language Enhancement Initiative (L²EI)

In order to create a multi-cultural and multi-lingual campus and promote cross-cultural appreciation, the University encourages interaction and integration among local, mainland and overseas students. Accordingly, Lingnan Language Enhancement Initiative (L²EI) is launched to enhance students' language competency while nurturing multi-lingual learning and cross-cultural appreciation among students.

Under L²EI, the Centre for English and Additional Languages (CEAL) 英語及外語教學中心 and the Chinese Language Education and Assessment Centre (CLEAC) 中國語文教學與測試中心 will be organizing programmes to cater for the needs of students. In addition, a new funding scheme: Student-initiated Multi-Cultural and Multi-Lingual Enhancement Programmes Campus Fund (MMCF) is introduced by the Student Services Centre (SSC) to provide students with funding for organizing activities in contribution to language learning and cultural exchange.

Enquiries:

Ms Elaine TSANG
Tel: 2616 7405
Email: tsangyl@LN.edu.hk
Website: <https://www.LN.edu.hk/ssc/l2ei>



English and Additional Languages

Supported by the Centre for English and Additional Languages (CEAL)

English Language Support Service (ELSS)

- Offering a variety of English resources and novels at the centre which can be checked out at the English Commons
- English exercises, useful information and booking system available from ELSS website
- Offering group speaking sessions and workshops, one-on-one writing sessions
- IELTS workshops delivered covering writing, speaking, listening, reading, and vocabulary building
- All workshops scheduled at convenient times throughout the week

Visiting English Tutors (VETs)

- Available daily for drop-in consultations at the English Commons LBY 202, where they can provide students with one-on-one consultations to help with any English needs from IELTS to major subjects- reports, essays, presentations etc.
- Helping students improve their English proficiency
- Providing a variety of language enhancement programmes and social activities for students
- Running a variety of specialty events, e.g. English Conversation Series, Movie Nights, TEDx etc.

Additional Languages

- French, Spanish, Korean & Japanese
 - Beginner to Intermediate Level Courses
 - Both Credit & Non-Credit Courses
- For further information email addlang@LN.edu.hk



“This semester, I participated in 6 ELSS activities and they were all very educating. It was lovely to meet the VETs who were all very friendly and responsive. Out of all the activities, my favorite one was the speaking studio, because here we get to choose any topic to talk about and it is a great way to practice for any presentations. Overall, the ELSS activities were very educating, and they helped me with my reading, writing and speaking skills. They also helped me realize my weak points, and I am planning to work with them to improve my writing in the coming semester.”

MOHAMMAD Rabia (Year 3, BBA-Marketing)

Enquiries:

English Language Support Service
LBY202, 2/F, B.Y. Lam Building
Tel: 2616 7984
Email: cealelss@gmail.com
Website: <http://elss.LN.edu.hk>

Career Advising Services

Plan ahead and create your own road map to navigate towards career success!

- Advising students to plan career choices matching with their interests and aptitude
- Enriching students' development of requisite skills and abilities
- Providing the latest market and job information

Career Education and Development

- Leadership Mentoring Programme, Lingnanian Executive Mentoring Programme
- Alumni sharing sessions, work experience sharing sessions etc.
- Job Hunting Forums, career information sessions and exhibitions, company visits, Talks with CEOs, career planning and management talks/ workshops

Career Preparation and Advising

- Career Empowerment Programme
- Mock interviews, CV writing, personal grooming, business etiquette, mock recruitment written test etc.
- Individual coaching and consultation sessions
- Toastmasters public speaking and leadership training

Job Information

- Job Information Platform (JIP) (for Lingnan students only): <https://jobs.LN.edu.hk>
- Joint Institutions Job Information System (JIIS): <https://www.jiis.org.hk/>
- E-newsletter "Career News"
- Career Services Facebook: <https://www.facebook.com/lingnancareer/>



Internships

Local

- Local Summer Internship Programme
- LUAA Summer Internship Programme
- Administrative Service Internship Programme in the Government of the HKSAR
- Post-Secondary Student Summer Internship Programme in the Government of the HKSAR

Mainland

- The Chinese General Chamber of Commerce Mainland Summer Internship Programme
- HKUYA Student Exchange Network "New Youth" Series Internship Program
- Youth Internship Programme at the Palace Museum in Beijing
- Lingnan University Mainland Summer Internship Programme
- Shanghai-hongkong Future Leaders (Lingnan Elites) Internship Programme
- Cross-border Study Tour for Post-secondary Financial Talents
- Young Talent Internship Experience*

Overseas (Asia, Europe, USA, Australia etc.)

- ASEAN Internship Scheme for Hong Kong Higher Education Students
- Global Internships*
- Global Y's Trainee Programme
- Disney Cultural Exchange Program
- VolTra International Workcamps
- Operation Zhang Qian-Undergraduate Summer Internship Programme
- Jonathan Choi Student Internship Scheme - Japan Culture Learning & Internship Programme @Kyushu

Virtual Internship

- Virtual Internship Programme (host companies include local and global firms)

* Also available under Virtual Internship Programme. Please visit the following link for latest information: <https://www.LN.edu.hk/ssc/career/internships/virtual>

Enquiries:

Mr Albert SUEN
Tel: 2616 7407
Email: suenalb@LN.edu.hk

Ms Sara CHOW
Tel: 2616 7404
Email: saraty@LN.edu.hk

Ms Angie LAU
Tel: 2616 7023
Email: angielau@LN.edu.hk

Ms Shirley SIU
Tel: 2616 7366
Email: shirleysiu2@LN.edu.hk

Mr Edwin FOK
Tel: 2616 7408
Email: edwinfok@LN.edu.hk

Career Hotline: 2616 7406 / 2616 7446
Website: <http://www.LN.edu.hk/ssc/career>
Facebook: <https://www.facebook.com/lingnancareer>

Counselling Services and Personal Development

“What mental health needs is more sunlight, more candor, and more unashamed conversation.” – Glenn Close

Personal Counselling

- Adjusting to university life
- Managing stress and emotion
- Tackling mental health issues
- Setting personal goals
- Improving interpersonal and communication skills etc.

Psychological Testing

- Psychological Testing offered to students with concerns about their cognitive and emotional functioning
- Tests focus on specific areas, e.g. study skills, learning styles, personality, emotional assessment etc.

Stress Management Workshops

- Providing workshops for enhancing students' stress coping and management skills
- Conducting psychoeducational talks and seminars to facilitate better life adjustments for students

Mental Health and Psychological Wellbeing

- Offering Mental Health programmes and workshops for students and hostel staff
- Training up Peer Counsellors to render peer support for students in need

Being a university student can be both exciting and stressful. There is no shame to talk about your life difficulties and it's right to seek help from counselling service. Come and make an appointment with us!

Counsellors:

Mr Elton NG
Tel: 2616 7031
Email: eltonng@LN.edu.hk

Dr Gloria WONG
Tel: 2616 7401
Email: gloriawong@LN.edu.hk

Ms Rebekah WONG
Tel: 2616 7400
Email: rebekahwong@LN.edu.hk

Enquiries:

Location: AM316, 3/F, Lau Lee Yuen Haan Amenities Building
Tel: 2616 7024
Email: counsel@LN.edu.hk
Online booking: <http://www.LN.edu.hk/ssc/counselling>
Office hours: Monday to Friday 09:00 to 12:30 & 13:30 to 17:21



“Enter the counselling service and never regret this choice. As they say: “all problems in our heads”. The counselling service helped me a lot to overcome my study-related stress, anxiety and restore my confidence. What I regret, is that I did not register for the service earlier.”

~Anonymous Student~

Support for International and Mainland Students

Fostering non-local students' successful adaptation to the new environment in Hong Kong

Strengthening non-local students' social network for better integration into Lingnan!

Orientation and Support

- Provide pre-arrival enquiry service, arrival pick-up service and tailor-made orientation activities
- Join the New Student Orientation (NSO) with local new students and peer mentors
- Enjoy full range of student services and programmes

Rendering a warm support for non-local students by Lingnan staff!

Lingnan Host Family Scheme (LHFS)

- One-year non-residential scheme
- Host family (Lingnan staff member) renders care and support to non-local students and facilitates their adaptation in Hong Kong
- Enable non-local students to build a stronger sense of belonging to the University and get a deeper understanding of Hong Kong society

Enriching students' cultural exposure and exchange on campus!

University-wide Cultural Events

- Chinese New Year Carnival
- International Day
- Thanksgiving Dinner

Enquiries:

Ms Joey LEUNG

Tel: 2616 7302

Email: joeyl@LN.edu.hk

Website: <https://www.LN.edu.hk/ssc/cross-cultural-integration>



“By joining the Lingnan Host Family Scheme, not only could I adapt more easily to a new environment but I also build close relationships with my host family. My host mother, Ms. Mabel Mak has supported and encouraged me to step out of my comfort zone by trying new things. She is always willing to help me when I encounter difficulties. The hospitality and warmth provided by my host family make me feel like home. Overall, it was a rewarding and remarkable experience. I am deeply grateful that Lingnan University offers this fabulous scheme for the non-local students!”

TAN Xiao Qian, Bliss (Non-local student from Malaysia, Year 2, BA-Global Liberal Arts)



Support Services for Students with Special Needs

SSC helps develop a mutually-supported campus with equal opportunities for all students!

Register of Services

Students with special needs should register with SSC at the beginning of each academic year

Support Available

Learning Support

- SSC will liaise with departments to implement learning support plan to SEN students
- Special facilities and seating arrangement for lectures/ tutorials/ library and special examination arrangements will be arranged according to the need of individual students

Subsidies and Scholarships Available for SEN Students

- <http://www.LN.edu.hk/ssc/scholarships> (Scholarships)
- <http://www.LN.edu.hk/ssc/financial> (Financial Assistance)
- <https://www.ln.edu.hk/eoc/one-stop-shop-online-resources/financial-assistance-to-sen-students> (Financial Assistance to SEN Students)

Equipment and Accessibility for SEN Students on Campus

- <http://www.LN.edu.hk/eoc/one-stop-shop-online-resources/equipment-and-facilities-for-sen-students>

Counselling Services

- <http://www.LN.edu.hk/ssc/counselling>

Barrier-Free Access

- <http://www.LN.edu.hk/eoc/one-stop-shop-online-resources/barrier-free-access-in-lingnan-university>

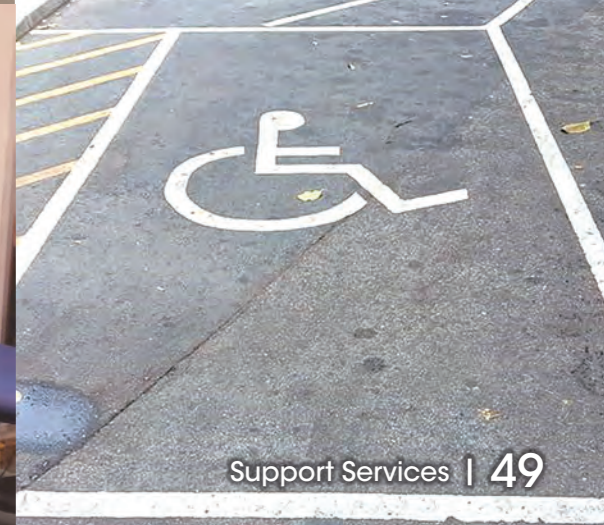
Enquiries:

Mr Elton NG
Tel: 2616 7031

Dr Gloria WONG
Tel: 2616 7401

Ms Rebekah WONG
Tel: 2616 7400

Email: sen@LN.edu.hk
Website: <https://www.LN.edu.hk/ssc/sen>



Financial Assistance and Scholarships

A. Financial Assistance

Government Financial Assistance (administered by the HKSAR Government)

- Tertiary Student Finance Scheme – Publicly-funded Programmes
- Non-means-tested Loan Scheme

Deferment of Tuition and Hostel Fees

- Eligible for full-time undergraduate grant/ loan applicants
- Application period will be announced by emails

B. Scholarships and Prizes

- Donated by individuals and various organisations
- Most scholarships awarded based on academic merit with recommendations
- List of scholarships available at SSC website
- Assisting students in preparing for scholarship interviews by SSC

Other Financial Assistance (administered by SSC)

- University Student Finance Scheme
- University Emergency Fund

C. External Awards (administered by outside organisations)

- Application opens to all Lingnan students
- Details will be sent out by SSC through emails

Enquiries:

Ms Collia LAW
Tel: 2616 7305
Email: collialaw@LN.edu.hk

Ms Phyllis FUNG
Tel: 2616 7308
Email: phyllisfung@LN.edu.hk

Website (Financial Assistance): <http://www.LN.edu.hk/ssc/financial/>
Website (Scholarships & Prizes): <http://www.LN.edu.hk/ssc/scholarships/>



“Last year I heard about the story of JC Scholar from a senior student, who has encouraged me to try and pursue what I feel like pursuing. I listened to her and tried my best for my goal. This year, I have been selected to receive the Hong Kong Jockey Club Scholarship and become a JC Scholar!”

I am so grateful for Lingnan University, Hong Kong Jockey Club, and every donor who gave me the opportunities to receive scholarships. Not only have they recognized the effort I have made on my studies, but also they have supported me in my future study and the pursuit of my dream. I would continue to work hard and hopefully contribute to society with my knowledge and skills in the future.”

CHAU Hoi Ching, Nadia
(Year 2, BA-Contemporary English Studies)





Student Health Services

Keeping healthy is a key to success!

Student Medical Benefits Scheme

- Available for full-time students
- Providing general doctor's consultation with medications from designated clinics
- Offering necessary X-ray and laboratory tests upon presentation of a referral letter

Student Dental Scheme

- Available for full-time students
- Paying a nominal fee for simple dental treatments at designated dental clinics

Enquiries:

Ms Collia LAW
Tel: 2616 7305
Email: collialaw@LN.edu.hk

Website: <http://www.LN.edu.hk/ssc/health>

Health Education Programmes

- Talks and workshops about health promotion and illness prevention
- Both physical and social well-being education under Integrated Learning Programme (ILP)
- Activities and campaigns including health exhibition, blood donation, vaccination, wellness promotion and others.

Enquiries:

Dr Kam-ming MOK
Tel: 2616 7301
Email: kmmok2@LN.edu.hk

Ms Rebekah WONG
Tel: 2616 7400
Email: rebekahwong@LN.edu.hk

Catering Services

Three on-campus catering outlets and a coffee corner are available for students at the Lau Lee Yuen Haan Amenities Building!

Canteen (fast food)

- Providing Chinese and Western cuisine, set meals and snacks

Cafe

- Serving Western cuisine, salads, snacks and sandwiches

Coffee Corner

- Providing freshly brewed coffee, desserts, pastry, sandwiches with specialty bread & salads

Chinese Restaurant

- Serving with Chinese cuisine and dim sum

Catering Committee

- Comprising of staff members and student representatives
- Monitors the catering services and hygiene of the catering outlets
- Students with special diets or any needs due to religious and cultural practice may discuss their needs with SSC or the manager of the Canteen



Enquiries:

Ms Joey LEUNG
Tel: 2616 7302
Email: joeyl@LN.edu.hk
Website: <http://www.LN.edu.hk/ssc/catering>

Communication Channels

Students are encouraged to reflect their views directly!

Daily Communication

- Students should read emails regularly because the University disseminates information and announcements via emails, e.g. invitation to apply for programmes/ scholarships/ financial assistance etc.

Questionnaires and Focus Groups

- Giving opinions to University offices by completing questionnaires
- Participating in focus groups to help the University make improvements

Direct Communication and University Committees

- Contacting the offices/ academic departments/ professors directly on general matters
- Channeling your opinions to committees via student representatives of University

Big-character Posters

- The Democracy Wall is managed by the Lingnan University Students' Union (LUSU)
- All LUSU members are eligible to put notices/ posters on the notice board with written student identity numbers
- Students are reminded that freedom of expression in the big character poster board should always be based on facts and mutual respect

Enquiries:

Ms Carman YAU

Tel: 2616 7303

Email: yaucy@LN.edu.hk

Website: <http://www.LN.edu.hk/ssc/support-services/communication-channels>

Important Information You Must Read

LINGNAN UNIVERSITY Guidelines for Learning

As a community with emphasis on the Liberal Arts ethos, Lingnan aims to foster in its students, aside from a strong academic foundation, qualities such as a strong sense of social responsibility, mutual respect and consideration. To achieve this aim, students are expected to exemplify behaviour consistent with these values in all facets of their university life – in classrooms, in hostels, in the library, and in all kinds of campus activity. While the freedom and autonomy of individual students are respected, a sense of social responsibility would suggest the following guidelines.

Students should demonstrate respect for academic staff, non-academic staff and fellow students. They are expected to be proactive in the learning process, and develop the following good practices, which are important for successful and effective learning:

1. Active learning. Students should be well prepared in mind and body for effective learning. They should be attentive in class, and be actively involved in learning activities, particularly in tutorials, seminars and case discussion. To facilitate active participation and effective learning, it is essential that students make the necessary preparation - for instance, completing the prescribed reading before class to enhance their learning.
2. Study Hours. For each hour of class contact, the expectation is that students will undertake 2 additional hours of personal study. Personal study may include preparation for in-class activities, completing assignments, and/ or revision, etc.
3. Class attendance. Teachers have prepared the teaching materials for each class according to the course syllabus. It will therefore not be possible for teachers to repeat the materials to students who are absent from a class. Those who are absent have the responsibility to obtain the relevant teaching materials from fellow students/ MOODLE and to undertake the make-up work as appropriate. If students feel that some classes are uninteresting, or that the material is beyond their grasp, they should voice their concerns via the many channels (e.g. talking to the teachers directly, expressing their views at Mid-Semester Online Course Teaching and Learning Enhancement and the Staff-Student Consultation Committee) available for this purpose.

4. Punctuality. Students who are late for class will affect the progress of teaching and learning for themselves and their fellow students. Therefore those who are late may, at the discretion of the instructor, be barred from the classroom.
5. Self-discipline. Students should refrain from behaviour that adversely affects instructors' teaching and other students' learning, such as talking, chatting, whispering, sleeping, using mobile phones for non-academic activities or eating in class.
6. Personal integrity and academic honesty. The University is a place of learning. Students should not copy assignments, coursework, projects or dissertations. These acts constitute plagiarism, which will be referred to the Student Disciplinary Committee.
7. Intercultural experience. Mutual respect is a key to successful intercultural communication. On the occasions with the presence of non-local students, whether in classrooms or in informal interaction, students should be considerate and adopt a common language as far as practicable. A positive, open dialogue is always conducive to cross-cultural learning and intercultural understanding.

Senate: 27 June 2007

Revisions approved in November 2011 and December 2019

Plagiarism

What It is and How to Avoid It

Definition and examples adapted from Writing Tutorial Services, Indiana University, Bloomington, IN
(Source: <https://wts.indiana.edu/writing-guides/plagiarism.html>)

What is Plagiarism

- Plagiarism is using others' ideas and words without clearly acknowledging the source of that information

How Can Students Avoid Plagiarism?

- To avoid plagiarism, you must give credit whenever you use another person's idea, opinion, or theory
- Any facts, statistics, graphs, drawings—any pieces of information—that are not common knowledge
- Quotations of another person's actual spoken or written words; or paraphrase of another person's spoken or written words

Unacceptable and Acceptable Paraphrases

Here's the ORIGINAL text, from page 1 of Lizzie Borden: A Case Book of Family and Crime in the 1890s by Joyce Williams et al.:

- *The rise of industry, the growth of cities, and the expansion of the population were the three great developments of late nineteenth century American history. As new, larger, steam-powered factories became a feature of the American landscape in the East, they transformed farm hands into industrial laborers, and provided jobs for a rising tide of immigrants. With industry came urbanization the growth of large cities (like Fall River, Massachusetts, where the Bordens lived) which became the centers of production as well as of commerce and trade.*

Here's an UNACCEPTABLE paraphrase that is **plagiarism**:

- The increase of industry, the growth of cities, and the explosion of the population were three large factors of nineteenth century America. As steam-driven companies became more visible in the eastern part of the country, they changed farm hands into factory workers and provided jobs for the large wave of immigrants. With industry came the growth of large cities like Fall River where the Bordens lived which turned into centers of commerce and trade as well as production.

What makes this passage plagiarism?

The preceding passage is considered plagiarism for two reasons:

- the writer has only changed around a few words and phrases, or changed the order of the original's sentences
- The writer has failed to cite a source for any of the ideas or facts

If you do either or both of these things, you are plagiarizing.

Unacceptable and Acceptable Paraphrases

Here's an ACCEPTABLE paraphrase:

- Fall River, where the Borden family lived, was typical of northeastern industrial cities of the nineteenth century. Steam-powered production had shifted labor from agriculture to manufacturing, and as immigrants arrived in the US, they found work in these new factories. As a result, populations grew, and large urban areas arose. Fall River was one of these manufacturing and commercial centers (Williams 1).

Why is this passage acceptable?

This is acceptable paraphrasing because the writer:

- accurately relays the information in the original uses her own words
- lets her reader know the source of her information

Strategies for Avoiding Plagiarism

1. Put in **quotations** everything that comes directly from the text especially when taking notes.
2. **Paraphrase**, but be sure you are not just rearranging or replacing a few words. Write out the idea in your own words without peeking.
3. **Check your paraphrase** against the original text to be sure you have not accidentally used the same phrases or words, and that the information is accurate.

Online Tutorial on Plagiarism Awareness

- The online tutorial with videos and exercises is designed to help you understand what plagiarism is, how to avoid it and how to become a better writer. It will take you approximately 1 hour to finish it with additional materials and resources provided for your further studies at the end of the tutorial. Completion will be indicated by ticking the check-box at the end of the course. Students are **required to complete this online tutorial** ideally by November in Lingnan or they will be blocked from course registration for the coming academic year. The link to the tutorial: <https://pla.ln.edu.hk>



Academic Regulations for Undergraduate Programmes

All undergraduate students are required to comply with the rules and regulations of the University. For details, please refer to the Academic Regulations for Undergraduate Programmes on Registry website:

<https://www.LN.edu.hk/reg/undergraduate-programmes/regulations-and-guidelines>

Sexual Harassment

Examples of Sexual Harassment

- Repeated attempts to make a date, despite being told "NO" each time
- Comments with sexual innuendoes and suggestive or insulting sounds
- Relentless humour and jokes about sex or gender in general
- Sexual propositions or other pressure for sex
- Implied or overt threats for sex
- Obscene gestures or inappropriate touching (e.g. patting, touching, kissing or pinching)
- Persistent phone calls or letters asking for a personal sexual relationship
- Displaying sexually obscene or suggestive photographs or literature
- Sexual assault or forced sexual intercourse (rape)

What can you do if you are sexually harassed?

Sexual harassment is illegal. Ignoring sexual harassment does not make it go away, but may make it worse because the harasser may misinterpret no response as approval of the behaviour. There are informal and formal strategies that can be done.

- Speak up at the time. Tell the harasser that his/ her behaviour is unwanted and has to stop
- Keep a written record of the incidents, including dates, time, places, presence of any witnesses, nature of the harassment (what the harasser said and did) and own responses
- Tell someone you trust
- Identify an advocate or counsellor who can provide emotional support and information about informal and formal institutional procedures
- Write a letter/ note to harasser
- Report it officially
- Complain to the Equal Opportunities Commission
- Contact the police and/ or file a lawsuit

Source: Equal Opportunities Commission. Available at <http://www.eoc.org.hk/EOC/GraphicsFolder/showcontent.aspx?content=Preventing%20and%20Dealing%20with%20Sexual%20Harassment>

General Advice

IN CASE OF AN ACCIDENT

Report to the Security Control Room on the Ground Floor of the Wong Administration Building either in person or by telephoning 2616-8000 for assistance. If the condition is serious or involving injury or death, dial 999 for help at the same time to avoid delay in treatment. Keep calm and give accurate information as regard the accident and the exact location, etc.

IN CASE OF FIRE

In the event of a fire, all occupants must follow the appropriate evacuation instructions which posted in common corridors or office area or teaching venues. Remain calm. Evacuate from the immediately threatened area. Alert persons nearby by shouting "Fire". Break the fire alarm glass. Make an immediate attack on the fire only if safe to do so. Close doors to isolate fire and smoke. Leave the building using the nearest stairway. Do not re-enter the building until clearance is given.

IN CASE OF GAS LEAKAGE

Remain calm. Evacuate immediately from the threatened area. Extinguish any naked flames. Do not touch any electrical switches. Do not use telephone or mobile phone in the threatened area. "Shout" to alert persons nearby. Do not re-enter the building until clearance is given.

IN CASE OF INJURIES

Assess the situation. If condition of the casualty appears to be serious, dial "999" for an ambulance first. In case of suspected head or spinal injury, do not move the injured person. Do not touch the casualty's flesh with your hands if he/ she is suspected of suffering from electrical injury. Accompany the casualty to hospital by either friends or staff.

IN CASE OF ROBBERY, THEFT OR ATTACK

The person(s) involved or anyone who witnessed the incident should report the case in detail to the Security Control Room on the Ground Floor of the Wong Administration Building either in person or by telephoning 2616-8000.

If safe to do so, remain at the location for assistance. When the security guard arrives, get ready to provide the following information:

- name(s) and address(es) of person(s) reporting the case;
- exact date, time and location where the case took place/ is discovered;
- full particulars of the case;
- description of suspect(s), if known;
- property stolen or damaged;
- injury (if any).

In case of petty crimes like theft of property from students in hostels, the canteen or in sports facilities where management staff can easily be identified, report the case to them as soon as possible.

IN CASE OF LOST AND/ OR FOUND PROPERTY

Any property found in the University should be passed to the Security Control Room on the Ground Floor of the Wong Administration Building.

IN CASE OF TYPHOON OR RAINSTORM

1. When Typhoon Warning Signal No. 1 or 3 or the Amber/ Red Rainstorm Warning is issued by the Hong Kong Observatory, all classes/ activities (including Integrated Learning Programme (ILP)) and examinations should be held as scheduled. As soon as the Tropical Cyclone Warning Signal No. 8 or Black Rainstorm Warning is issued or when the Hong Kong Observatory announces that Tropical Cyclone Warning Signal No. 8 or above is likely to be hoisted during office hours, the Comptroller's Office will transmit the information immediately to all departments and units.
2. The arrangements in case of Tropical Cyclone Warning Signal No. 8 or above/ Black Rainstorm Warning are as follows:
 - (a) For classes/ activities and examinations not yet started

When Tropical Cyclone Warning Signal No. 8 or above is in force or likely to be issued (as announced by the Hong Kong Observatory)/ Black Rainstorm Warning is in force:	Arrangement
Anytime between 6:00 a.m. and 10:59 a.m.	All classes/ activities and examinations commencing before 1:30 p.m. will be cancelled/ postponed.
Anytime between 11:00 a.m. and 3:59 p.m.	All classes/ activities and examinations commencing from 1:30 p.m. and before 6:30 p.m. will be cancelled/ postponed.
At 4:00 p.m. or after	All classes/ activities and examinations commencing from 6:30 p.m. onward will be cancelled/ postponed.

- (b) For classes/ activities and examinations already in progress

	When Tropical Cyclone Warning Signal No.8 or above is likely to be issued within two hours (as announced by the Hong Kong Observatory):	When Black Rainstorm Warning is in force:
Classes/ activities	All classes/ activities should be suspended. Students should return home or take shelter in a safe place without delay.	The classes/ activities will continue unless the inclement weather affects the safety of students.
Examinations	An examination already in progress will continue unless the Chief Invigilator is advised by the Registrar that it should be terminated.	

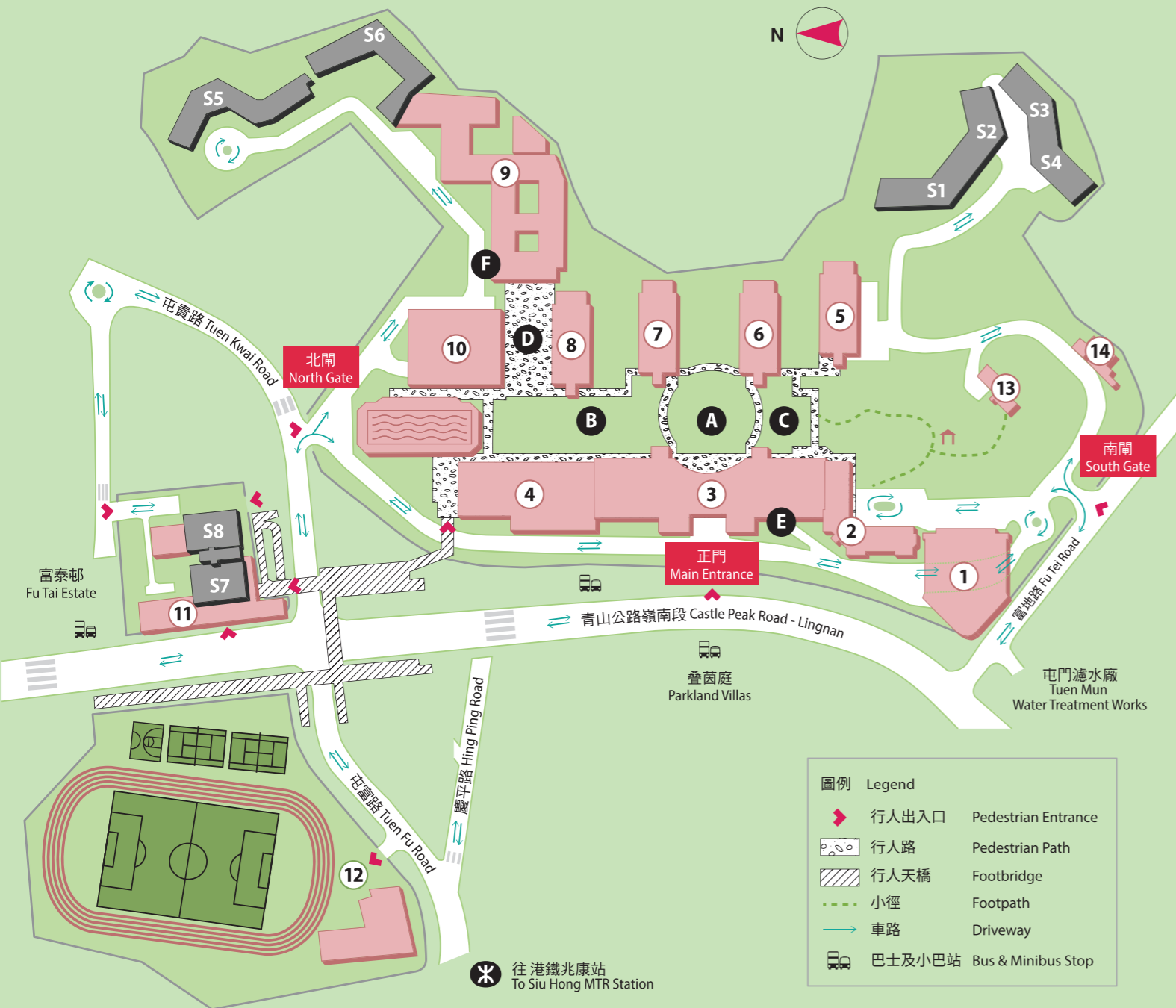
3. For other situations of emergency, classes/ activities and examinations may also be cancelled/ postponed upon announcement by the University through broadcasting.
4. Examinations postponed will be held on the day right after the end of the examination period. A re-schedule of the examinations affected will be announced through Registry notice.

IN CASE OF DISCIPLINARY MATTERS

Students' violation of any rules or regulations of the University and/ or commitment of any misconduct may be referred to the Student Disciplinary Committee. The Committee will review such cases and determine/ recommend counselling and/ or disciplinary actions as appropriate.

SAFETY MANUAL

A Safety Manual maintained and updated by Health, Safety and Environment Committee can be obtained through the link below:
https://www.LN.edu.hk/f/upload/46078/D-SafetyManual_final.pdf



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|-----------------------------|---|-----|
| ① 陳德泰大會堂 | Chan Tak Tai Auditorium | |
| ② 黃氏行政大樓 | Wong Administration Building | AD |
| ③ 李運強教學大樓
▪ 鄺森活圖書館 | Patrick Lee Wan Keung Academic Building
▪ Fong Sum Wood Library | MB |
| ④ 綜合運動大樓
▪ 田家炳游泳池 | Indoor Sports Complex
▪ Tin Ka Ping Swimming Pool | |
| ⑤ 何善衡樓 | Ho Sin Hang Building | HSB |
| ⑥ 梁鈺琚樓 | Leung Kau Kui Building | LKK |
| ⑦ 林炳炎樓 | B. Y. Lam Building | LBV |
| ⑧ 黃玉蘭樓 | Dorothy Y. L. Wong Building | WYL |
| ⑨ 劉仲謙樓 | Lau Chung Him Building | NAB |
| ⑩ 劉李婉嫻康樂樓 | Lau Lee Yuen Haan Amenities Building | AM |
| ⑪ 郭少明伉儷樓 | Simon and Eleanor Kwok Building | SEK |
| ⑫ 多用途室外運動場
▪ 和富李宗德學生活動中心 | Multi-purpose Outdoor Sports Ground
▪ Wofoo Joseph Lee Student Activities Centre | |
| ⑬ 校長寓所 | President's Lodge | |
| ⑭ 訪客宿舍 | Visitors' Quarters | |
| ● A 永安廣場 | Wing On Plaza | |
| ● B 現代花園 | Contemporary Garden | |
| ● C 余近卿紀念園及紀念亭 | Yu Kan Hing Memorial Garden & Pavilion | |
| ● D 乾新坊(天幕) | Kin Sun Square (Skylight) | |
| ● E 地下停車場入口 | Underground Car Park Entrance | |
| ● F 有蓋停車場入口 | Covered Car Park Entrance | |

- | | |
|---------------------|---|
| 學生宿舍 | Student Hostels |
| S1. 蒙民偉樓
東亞堂 | William M. W. Mong Hall
The Bank of East Asia Hall |
| S2. 香港崇正總會樓
霍藻棉樓 | Tsung Tsin Association Hall
Fok Cho Min Hall |
| S3. 忠信堂
逸民堂 | Chung Shun Hall
Yee Min Hall |
| S4. 林護堂 | Lam Woo Hall |
| S5. 賽馬會堂 | The Jockey Club Hall |
| S6. 賽馬會博雅堂 | The Jockey Club New Hall |
| S7. 黃浩川堂 | Wong Hoo Chuen Hall |
| S8. 伍黎宜堂 | Wu Jieh Yee Hall |

大學論壇 *University Assembly*



Lingnan University

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