



PRE-ARRIVAL GUIDE

2011-12

SCAD

The University for Creative Careers.

ATLANTA HONG KONG LACOSTE SAVANNAH eLEARNING

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ARRIVAL AND DEPARTURE

Passports/Visas: Students planning to attend SCAD Hong Kong who are not citizens of Hong Kong and do not carry a Hong Kong Permanent Resident identification card need to apply for a student visa. Please note that document processing through the Hong Kong Immigration Department can take up to 60 days. Instructions are available at www.scad.edu/hkvisa.

New students can receive assistance from their admission counselor. Current SCAD students may direct questions to Marie Belisle, off campus programs coordinator, at mbelisle@scad.edu.

Visa Application Requirements:

- A completed Hong Kong Application for Entry for Study (ID995A). Form is available at www.scad.edu/hkvisa.
- A recent passport photograph (2"x2") affixed on page 2 in the upper right corner of the application form. The photograph must be an original – no copies.
- A photocopy of the passport information page. Be sure to sign the passport and ensure it is valid for a minimum of one year after the date of starting classes at SCAD Hong Kong.
- Documentation of finances. If the student is not financially independent, a completed declaration of financial support letter from one parent or guardian, proof of the parent's or guardian's signature, a copy of the applicant's birth certificate (providing proof of relationship) and financial proof from the parent or guardian are required.

Submit these items along with a cover sheet listing contact information and an e-mail address to:

Rose Mak
SCAD Hong Kong
292 Tai Po Road
Sham Shui Po, Hong Kong

SCAD Hong Kong will submit the above documents to the Hong Kong Immigration Department. SCAD pays the HK \$160 visa processing fee. To reimburse SCAD for this application fee, a charge of US \$21 (HK \$160) is placed on the student's account. Visas are issued to SCAD Hong Kong and then mailed to the permanent address provided on the application form.

SCAD's one-time enrollment fee of US\$500 (HK\$3,875) must be paid before visa documents will be processed. SCAD will reimburse the enrollment fee if a student's visa application is denied by the Hong Kong Immigration Department.

Additional Immigration Requirements: Anyone studying in Hong Kong on a student visa is required by immigration law and regulations to maintain legal status while in Hong Kong. To meet the requirement, students must:

- maintain a valid passport
- attend classes full-time during the academic year (enroll in and complete three courses each quarter if an undergraduate student; two courses if a graduate student)
- enter Hong Kong on a student visa a maximum of 30 days prior to the first day of classes and depart by the visa's expiration date
- not accept paid employment

Arrival: Students should fly into Hong Kong International Airport, which is serviced by most major airlines. A limited shuttle service from the airport to Hong Kong Gold Coast Residences is provided for incoming students. Students should email their flight itineraries to Michelle Mak at mmak@scad.edu.

Departure: A shuttle service to Hong Kong International Airport is provided at the end of each quarter.

ORIENTATION AND ENGLISH LANGUAGE ASSESSMENT

Orientation: Orientation takes place immediately prior to the start of classes every quarter. Staff and advisers answer questions and explain a variety of topics including academics, student/university life, health care, housing, safety, insurance, travel and personal matters. Additional information will be e-mailed. Additional information will be emailed regarding orientation.

English as a Second Language (ESL) Assessment: For applicants whose native language is English, no additional proof of English proficiency is required. For applicants whose transcripts show extensive study in an institution in which English is the language of instruction, no additional proof of English proficiency is required for admission evaluation, but applicants may be asked to take an English proficiency test upon enrollment at the university. For more information, visit www.scad.edu/esl.

HEALTH AND SAFETY

Insurance: All non-Hong Kong citizens (excluding permanent residents and individuals with “right of abode”) studying at SCAD Hong Kong are required to have health insurance. Students are required to purchase health insurance from SCAD's third-party service provider. Refer to the insurance brochure provided for further information.

Health: It is recommended that students ensure good health by having a medical and dental check-up before departure to Hong Kong. A sufficient supply of regularly used medications should be taken to Hong Kong for use during the entire stay. A doctor's letter confirming that these medications are for medical purposes is helpful documentation for customs officials that may inquire about the medication. In many instances, drugs requiring a prescription in another country must also be prescribed by a general practitioner in Hong Kong. Most medications can be purchased over the counter at small dispensaries but it is advisable to purchase medicines only from pharmacies with registered pharmacists.

SCAD Hong Kong students may obtain medical treatment at local medical facilities. A listing of service facilities is provided at orientation. Students with a pre-existing medical condition may want to bring a physician's letter of explanation for a Hong Kong doctor to reference, if needed.

Safety: Hong Kong is considered a safe city with frequent police patrols to ensure the safety of residents and visitors. However, as in any major city it is advisable to:

- register with the consulate and embassy of your home country prior to any travel.
- lock apartment doors and windows.
- prohibit strangers or new acquaintances in living quarters.
- be aware of the location of fire extinguishers and emergency exits.
- maintain photocopies of all IDs, bank and credit card numbers and contact information, and travel documents in a location separate from the originals in case of emergency. It is a good idea to leave copies with an emergency contact, as well.
- in compliance with Hong Kong law, carry a personal identification card at all times.
- be mindful of belongings in crowded places. Be cautious of pick-pocketing.
- be aware of people offering gambling, investment or other opportunities.
- beware of counterfeit goods sold in street markets and do not follow salespeople beyond the market stalls to view additional merchandise.
- carry a Chinese translation of your destination if traveling to unfamiliar areas.

Emergencies: To report an emergency, contact the police, ambulance and fire department by calling 999. To report a lost passport, contact the local police at +852.2527.7177. Additionally, students should contact their country's consulate to have the passport replaced.

Students with an emergency situation should notify SCAD Hong Kong as soon as possible by calling +852.2253.8000. If an emergency occurs after normal business hours call +852.5361.0890. Students may call the school collect if needed. More information is provided at orientation.

LOCAL TRANSPORTATION

MTR: Hong Kong has one of the most efficient and affordable transportation systems in the world. The MTR (Mass Transit Railway) has 10 lines covering all of the major districts in Hong Kong. MTR stops for SCAD facilities include Central for SCAD Gallery, Sham Shui Po for SCAD Hong Kong, and Tsuen Wan for Hong Kong Gold Coast Residences.

Buses, Trams, Taxis and Ferries: An extensive network of buses, mini buses, trams and taxis is available. Regular ferry routes connect Hong Kong Island, Kowloon and the outer islands in addition to Macau and mainland China. Public transportation and a limited shuttle service are available between SCAD Hong Kong and Hong Kong Gold Coast Residences.

Air: Hong Kong International Airport, located on Lantau Island, is accessible by train, bus and taxi service. It is serviced by most major airlines. The MTR's high-speed Airport Express is the fastest way to travel to and from the airport.

Octopus Card: Widely used in Hong Kong, the Octopus Card is a stored-value electronic card accepted for public transportation services and purchases in convenience stores, fast food shops, and supermarkets. The Octopus Card is the primary means of payment for travel on the MTR, buses, trams and ferries. To make a purchase, simply place the Octopus Card over a reader and the amount of the purchase is deducted from the stored value.

Octopus Cards may be purchased from any Customer Service Center in an MTR station. Value can be added to an Octopus Card at authorized add-value service provider locations including many convenience stores, supermarkets and MTR stations. An Octopus Card can also be linked to a credit card or bank account.

COMMUNICATION

Time: Hong Kong standard time is eight hours ahead of Greenwich Mean Time. Be sure to consider time zones when calling abroad.

Telephones: At Hong Kong Gold Coast Residences, local phone service is provided. Phone calling cards for international phone calls may be purchased at convenience stores.

Mobile Phones: Using a mobile phone in Hong Kong that was purchased in another country is possible if a local SIM card is rented or if it is a tri-band phone. Before leaving home, check to ensure roaming service is available in Hong Kong and ask about additional fees. Prepaid mobile phones may be rented or purchased at many cell phone retail shops in Hong Kong.

Computers/Internet: SCAD Hong Kong computer labs are available to students during open lab hours for work on projects and completion of homework. Although students are not required to have personal computers, Hong Kong Gold Coast Residences provide residents free high-speed Internet access.

VOIP (Voice Over Internet Protocol): Students may choose to communicate with friends and family abroad using a VOIP. One commonly used VOIP service is Skype, a free downloadable software that allows phone and video calls to be made over the Internet to other Skype users free of charge. Learn more and download the software at www.skype.com.

LIVING IN HONG KONG

Hong Kong Identity Card: Visitors granted a visa to reside in Hong Kong for more than 180 days must obtain a Hong Kong Identity Card at the Registration of Persons Office of the Immigration Department. Carry this card at all times. Additional information on how to obtain this card is provided at orientation.

Residence Halls: Hong Kong Gold Coast Residences is the university's official housing option for students enrolled at SCAD Hong Kong. The co-educational facility offers fully furnished, apartment-style living quarters for same gender students featuring single bedroom arrangements with two bathrooms, a kitchen, dining room, living room and balcony. Public transportation is available between the residences and SCAD Hong Kong supplemented by limited shuttle service. The trip is a minimum of 30 minutes depending on traffic. Meal plans are not available.

Hong Kong Gold Coast Residences offer a number of amenities, including on-site dining options ranging from restaurants to a grocery store, free Internet and 24-hour security. A bank, gym, swimming pool, golf driving range, tennis courts and squash courts also are located on the property, which sits on 100 acres of Pacific Ocean beachfront.

Accommodations in each three-bedroom apartment include:

- Living room: sofa, coffee table, 21-inch television and decoder for broadband TV, DVD player and an ottoman
- Dining room: dining table and chairs
- Bedroom: single-size bed (including sheets, a duvet and a pillow with pillowcase); wardrobe, desk with chair and a bath and face towel
- Kitchen: refrigerator, sink, three-ring gas cooker, microwave, toaster, coffee maker, water kettle, dishes, glassware, pots/pans, utensils and clothes washer/dryer combination machine

- Bathroom: shower with shower curtain, bath mat, sink and toilet
- Miscellaneous: air conditioners, modem for broadband service and a router, hair dryer, iron with ironing board, desk lamps, clothes hangers and an alarm clock

New students can make a reservation to live at the Hong Kong Gold Coast Residences by submitting the required enrollment deposit and housing application fee online at www.scad.edu/enrollfee. Current students should visit www.scad.edu/housing for sign-up instructions.

Mail/Shipping: The mailing address for Hong Kong Gold Coast Residences is:

Student Name

Block [#], [#]/F (floor), Flat [A or B]

Hong Kong Gold Coast Residences

1 Castle Peak Road, Castle Peak Bay

New Territories, Hong Kong

Please do not ship packages in advance of arrival since they cannot be stored. All apartments are fully furnished and additional items can be purchased once in Hong Kong.

Electricity: Hong Kong electrical outlets operate on a 220 V / 50 Hz electrical system and Type G is the most common outlet. Students bringing electric appliances to Hong Kong will likely need a converter or a transformer of the appropriate wattage. Electronic appliances (computers, printers, etc.) should always be used with a transformer of the appropriate wattage. Most electronic supply stores carry electrical converters and transformers. Consult the product manufacturer for additional details.

Laundry: Each apartment at Hong Kong Gold Coast Residences has a combination washer/dryer.

Linens: Each student at Hong Kong Gold Coast Residences receives a set of sheets, a duvet and duvet cover, a pillow and pillowcase, a bath towel and a face towel.

Meals: Each apartment has a kitchen furnished with basic kitchen supplies (pots, dishes and utensils) in addition to a refrigerator, three-ring gas cooker and a microwave. Meal plans are not available.

Hong Kong Gold Coast Residences offer dining options including restaurants and a grocery store at the Gold Coast Piazza. Restaurants include Sashimi Kumaya, Chili and Spice Seafood Market, Le Bristol French Restaurant, Ebenezers Kebabs and Pizzeria, Pacific Coffee Company, Subway and McDonald's. The grocery store, Market Place by Jason, features fresh produce, ready-made meals, household products and health and beauty supplies. Many local shops and restaurants are located near SCAD Hong Kong, as well.

Water: Tap water in Hong Kong meets the World Health Organization guidelines for safe drinking. Most people prefer to drink bottled or filtered water, which is widely available for purchase.

Renters Insurance: Although it is not required, some students may wish to purchase a renters insurance policy. Consult your local insurance company for recommendations.

Currency: Hong Kong dollars are the official legal tender of the region. The currency conversion to the U.S. dollar is approximately 7.75 Hong Kong dollars to 1 U.S. dollar, although exchange rates fluctuate and may vary slightly. Hong Kong banknotes vary in design and color for each denomination.

Hong Kong Banknotes

\$10 – green or purple
\$20 – dark blue or light blue
\$50 – purple or green
\$100 – red
\$500 – brown
\$1,000 – yellow

Hong Kong Coins

10c – in bronze, circular, smaller
20c – in bronze, wavy-circular
50c – in bronze, circular, larger
\$1 – in silver, circular, thinner
\$2 – in silver, wavy-circular
\$5 – in silver, circular, thicker
\$10 – in bronze/silver, circular

Currency Exchange: Students can exchange currency at authorized money exchangers including the currency exchange counter at Hong Kong International Airport. It is recommended that students obtain enough Hong Kong dollars for their initial arrival through a local bank prior to traveling to Hong Kong. Once in Hong Kong, Visa and MasterCard holders can withdraw Hong Kong dollars from 24-hour automated teller machines (ATMs). American Express cardholders can use 'Aeon' ATMs to withdraw money. International credit cards (Visa, MasterCard and American Express) are widely accepted at shops and restaurants. Students are encouraged to have more than one payment method option at all times. Students should notify their bank and credit card company of plans to study abroad prior to making purchases in Hong Kong.

Students are able to maintain home bank accounts while studying in Hong Kong since purchases can be made with cash (collected at ATMs) or with debit cards. Many banks have international branches in Hong Kong. Students should consult their home bank for further information.

Weather: Hong Kong has a subtropical climate characterized by warm temperatures and humidity. The weather is mild and pleasant most of the year with hot and humid summers. Spring (March-May) and Autumn (September-November) have comfortable temperatures and are often fairly dry. Summer (June-August) is rainy and humid with average temperatures in the 90s F (30 in Celsius). Periodically, the summer brings an occasional typhoon; however, residents are well informed if they need to take precautions. Winter months (December-February) are cool with averages in the 60s F (15–20 in Celsius). The Hong Kong Observatory's Dial-A-Weather system is available at +852.187.8200.

Hong Kong: Hong Kong is a premier gateway country into Asia accessible by several major airlines. A short plane ride from metropolitan centers of Taiwan, Thailand, Malaysia, Singapore and Indonesia, Hong Kong is also in close proximity to Japan, Korea and Australia. Mainland China and the city of Guangzhou, the country's third largest city, are a short train ride away. Hong Kong is a one-hour trip by boat from the island of Macau, a former Portuguese colony with a unique blend of European and Asian architecture. Students are responsible for securing any visas required for travel outside of Hong Kong.

Hong Kong is a densely populated country of just 426 square miles (1,104 km) known for an extensive coastline and vast areas of sloping and steep undeveloped land. The country is comprised of three primary areas: Hong Kong Island, the Kowloon Peninsula and the New Territories; and more than 200 individual islands off the coast. SCAD Hong Kong is located on the Kowloon Peninsula and the SCAD Gallery is located on the northern edge of Hong Kong Island. Hong Kong Gold Coast Residences are located in the New Territories.

Sham Shui Po District: SCAD Hong Kong is located in Sham Shui Po in the northwestern section of the Kowloon Peninsula. One of the earliest developed districts in Hong Kong, Sham Shui Po is characterized by a mix of residential buildings with government, institutional and community facilities. The modern, nine-story Dragon Centre shopping mall is located within a few blocks of SCAD Hong Kong and features an indoor roller coaster and skating rink, in addition to hundreds of shops and restaurants. Street markets in the area are known for offering inexpensive electronics and computer equipment, garment construction items, office supplies, flowers and miscellaneous products. The Jockey Club Creative Arts Centre, a few blocks from SCAD Hong Kong, features galleries, a black-box theater, the Colorworks art supply store and artist studios. A historical point of interest in the district is the Lei Cheng Uk Han Tomb Museum, an ancient brick tomb built during the Eastern Han Dynasty (AD 25–220).

In recent years, Hong Kong has launched a series of urban renewal and preservation projects. The Hong Kong Development Bureau entrusted SCAD with conserving and revitalizing the historic North Kowloon Magistracy building to become the home of SCAD Hong Kong. SCAD has revitalized the former magistrate's courthouse into the leading site for the study of digital media in Asia, while honoring the structure's historic and cultural significance. New features include a library, art gallery, computer labs, digital studios, classrooms and lecture halls.

Clothing: Hong Kong's climate ranges from hot and humid to cool and rainy. It is advisable to pack lightweight clothing for the warm months (March–November) and a light coat/sweater for the cooler months (December–February). Comfortable walking shoes are necessary. There are many shops at which to purchase additional clothing items if needed.

Books and Art Supplies: Students will receive instructions by e-mail for purchasing books prior to the start of classes. Faculty provide students with a list of needed supplies on the first day of class.

POLICIES

Making Payments to SCAD Hong Kong: Students are encouraged to pay fees online with a credit card through the MySCAD portal allowing for immediate account credit. Students may also pay fees in person using cash (U.S. dollars or Hong Kong dollars) or personal checks, made out to SCAD Foundation (Hong Kong) Limited. Wire transfers are also accepted. New students may direct questions regarding making payments to their admission counselor. Current students can contact Student Financial Services with questions by emailing sfs@scad.edu.

SCAD Card: The SCAD Card is a SCAD identification card required to enter university facilities. New enrolling SCAD students log into MySCAD and upload a picture. This photo appears on the SCAD Card issued to that student at orientation.

Guests: Overnight guests may stay a maximum of three consecutive nights in Hong Kong Gold Coast Residences and may not return for an overnight stay for at least five days thereafter. Students must obtain an approved overnight guest pass from the student success adviser a minimum of 24 hours prior to the guest's arrival. Residence halls close for winter and spring breaks and students and guests are not permitted.

CONDUCT AND BEHAVIOR

Student Handbook: All SCAD students must adhere to the guidelines and policies outlined in the student handbook, which is available in the “Resources” channel of MySCAD. This handbook includes information on a variety of topics including student conduct, smoking, alcohol and drugs, which are paraphrased below.

Conduct: SCAD reserves the right at its sole discretion to withdraw the privilege of enrollment from any student whose conduct is detrimental to the academic environment, the well-being of other students, faculty or staff members or to the SCAD facilities. In such instances, no refunds will be provided by SCAD; parents will be notified of the misconduct; and return transportation costs will be the responsibility of the individual.

Alcohol: Consumption or display of liquor, wine or beer containers in residence halls (including Hong Kong Gold Coast Residences), studios, or elsewhere on SCAD premises, and/or during SCAD-sponsored trips, events, or activities is strictly prohibited, regardless of the person’s age.

Drugs: SCAD is in full compliance with all governmental regulations and is committed to a program which prohibits the use of controlled substances. Illegal manufacture, possession, use, distribution or dispensing of controlled substances may subject individuals to criminal prosecution.

Smoking: Smoking is not allowed in any SCAD buildings, outdoor areas or in areas where a group is gathered in outdoor venues. Hong Kong requires smokers to properly dispose of cigarette butts or high fines may result. Hong Kong law prohibits smoking inside public buildings and restaurants.

CONTACT INFORMATION

SCAD Hong Kong

292 Tai Po Road

Sham Shui Po, Hong Kong

+852.2253.8000 · admission_hk@scad.edu

Hong Kong Gold Coast Residences

1 Castle Peak Road, Castle Peak Bay

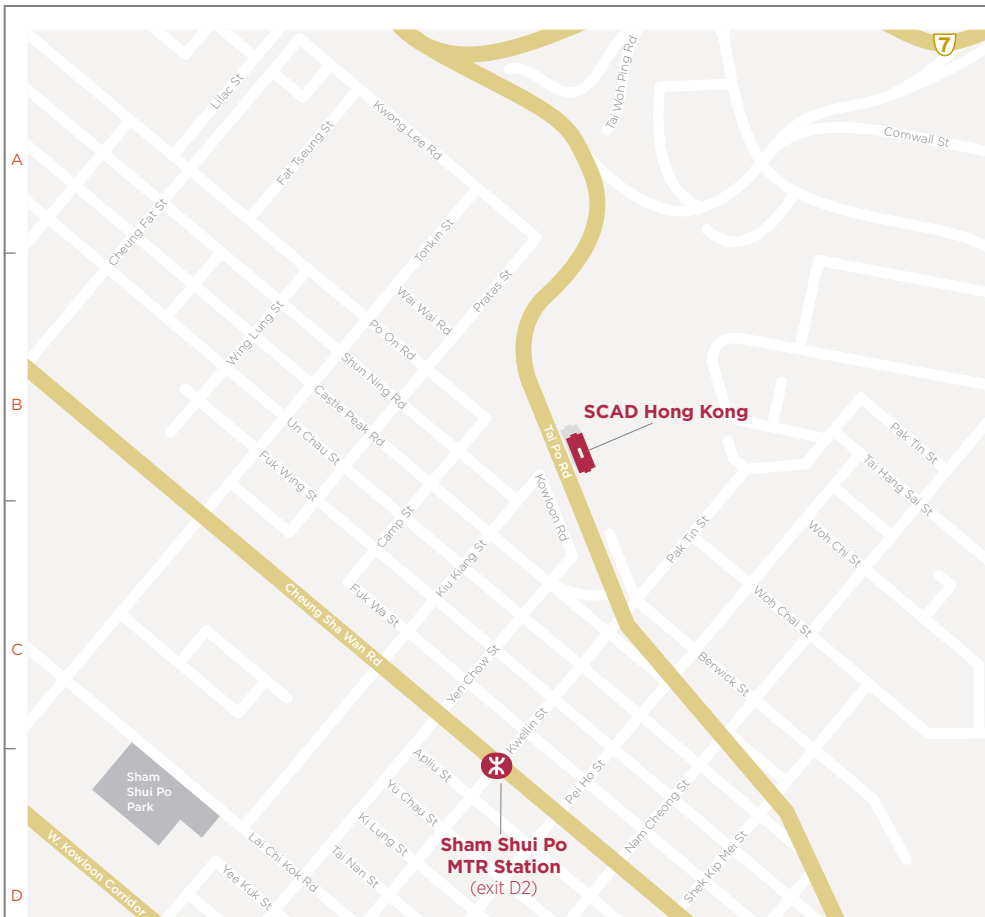
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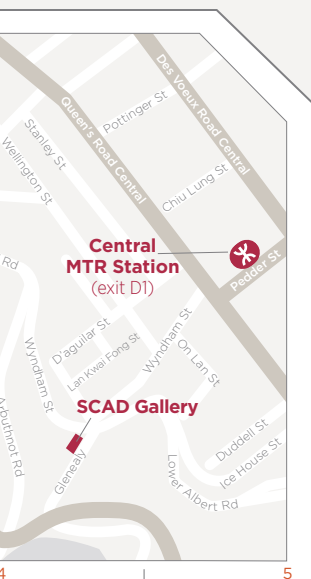
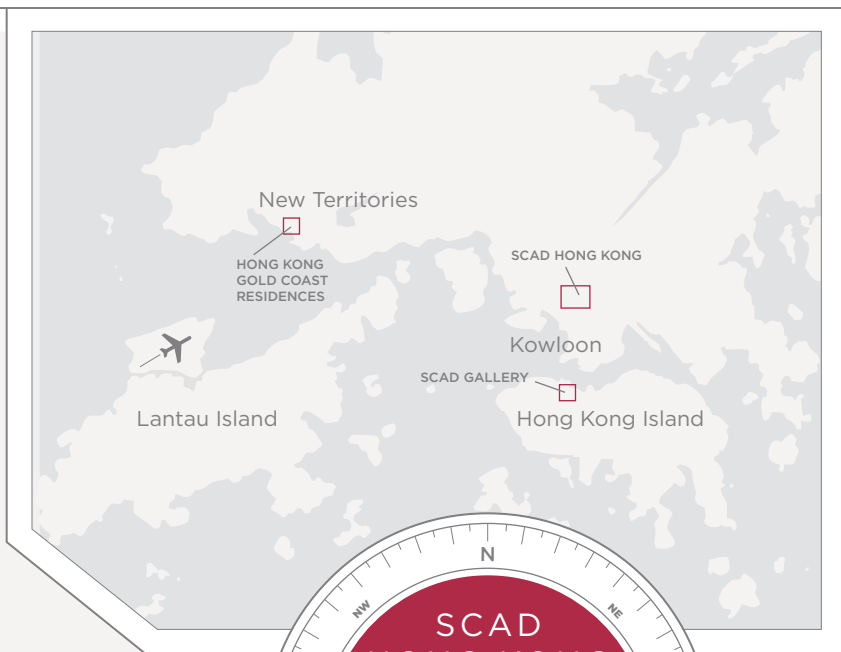
SCAD Gallery

2/F, 30-32 Wyndham Street

Central, Hong Kong

+852.2253.8200 · scadgalleryhk@scad.edu





SCAD HONG KONG · SCAD香港分校

292 Tai Po Road, Sham Shui Po, Hong Kong
香港深水埗大埔道292號

SCAD GALLERY · SCAD藝廊

2/F, 30-32 Wyndham Street, Central, Hong Kong
香港中環雲咸街30-32號2樓
正門位於己連拿利

HONG KONG GOLD COAST RESIDENCES

香港黃金海岸住宅

1 Castle Peak Road
Castle Peak Bay, New Territories, Hong Kong
香港青山灣青山公路1號

292 Tai Po Road
Sham Shui Po, Hong Kong

SCAD

42462.0811

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