



SCAD

The University for Creative Careers

ATLANTA HONG KONG LACOSTE SAVANNAH eLEARNING

PRE-ARRIVAL GUIDE

2013-14



NORTH KOWLOON MAGISTRACY
北九龍裁判處

SCAD HONG KONG

SCAD Hong Kong
The Hub

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HONG KONG AND SHAM SHUI PO

Hong Kong: An international gateway to Asia, Hong Kong is a bustling global metropolis 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 city of just 426 square miles (1,104 km) known for an extensive coastline and vast areas of sloping and steep undeveloped land. The city is composed of three primary areas: Hong Kong Island, the Kowloon Peninsula and the New Territories; and more than 200 individual islands off the coast.

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 art and design 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.

ARRIVAL AND DEPARTURE

Passports/visas: Students who do not carry a Hong Kong permanent resident identification card or a dependent visa in Hong Kong must apply for a student visa.

Please note that document processing through the Hong Kong Immigration Department can take up to 60 days. The application deadline for each quarter is available at scad.edu/hkvisa.

Both new students and current SCAD students may contact Edith Mak, student success coordinator, at emak@scad.edu to obtain the visa application requirements and instructions.

Edith Mak will review students' application online. Once approved, students should submit the required application items along with mailing address and contact number to:

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

SCAD Hong Kong will submit the required documents to the Hong Kong Immigration Department. Once SCAD Hong Kong receives the visa label, the university will ship the visa label to the student. The whole process is completed prior to the student's departure.

Students who plan to enter Hong Kong more than 10 days prior to the first day of class must contact Edith Mak for further arrangements.

To reimburse SCAD for the visa fee and the shipping fee, a charge of US\$41 (HK\$315) is placed on the student's account.

SCAD's one time enrollment fee of US\$500 (HK\$3,875) must be paid before the 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.

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:

- carry a passport that is valid for a minimum of one year after the proposed date of entry into Hong Kong.
- attend classes full-time during the academic year (enroll in three courses each quarter if an undergraduate on-ground student or 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. Students who are on a one-year visa may take a program-related internship.

More information is available at scad.edu/hkvisa.

Arrival: Students should email their flight itineraries to Edith Mak at emak@scad.edu at a minimum of two weeks prior to departure.

The Hong Kong International Airport is the only airport in Hong Kong. Students should fly into this airport, which is serviced by most major airlines.

Check-in at student residence: Gold Coast Residences is located at Tuen Mun and is a 30-minute ride from campus. Shuttle service from the airport to Gold Coast Residences is available; the fare is HK\$38. SCAD staff will assist with check-in at the student residence hall on the designated check-in date and time. Students must contact Edith Mak at emak@scad.edu two weeks in advance if they cannot check in within the designated period.

Departure: Students who reside in the residence hall must check out by the designated time. Shuttle service from the Gold Coast Residences to the airport is available and the fare is HK\$38. Students may stay in Hong Kong after the quarter ends but must leave Hong Kong by the visa's expiration date.

ORIENTATION AND ENGLISH LANGUAGE ASSESSMENT

Orientation: Orientation takes place prior to the start of classes each quarter, and there are different orientation sessions for new students and students living in SCAD housing. 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 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 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 who 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 from living quarters.
- be aware of the location of fire extinguishers and emergency exits.
- maintain photocopies of all IDs, bank and credit card numbers, 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: Students who need immediate assistance may contact SCAD's on-call manager at +852.5361.0890.

Students residing at Gold Coast Residences may seek assistance from the SCAD residence manager. Students on campus may contact the security officer on duty for assistance.

To report an emergency in Hong Kong, contact the police, ambulance and fire department by calling 999.

Lost passport: Visit the nearest police station to obtain a lost passport report. This document is required by your country's consulate and Hong Kong Immigration Department for replacement of passport and student visa respectively. Contact Edith Mak at emak@scad.edu for assistance.

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 Sham Shui Po and Tsuen Wan.

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.

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

Telephones: Phone calling cards for international phone calls may be purchased at convenience stores.

Mobile phones: Using cellphones from your country in Hong Kong is possible only if it is a tri-band phone and unlocked by your carrier. Cellphones and pre-paid SIM cards can be purchased in Hong Kong easily. A typical cellphone can cost less than HK\$400 (US\$51) and a pre-paid SIM card starts at HK\$100 (US\$12).

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, university housing residents have access to high-speed Internet. Students may bring their smartphone or handheld device that is Wi-Fi enabled. Free Wi-Fi is available in all government buildings and large shopping malls.

VoIP (Voice over Internet Protocol): Students may choose to communicate with friends and family abroad using VoIP. One commonly used VoIP service is Skype, 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 skype.com.

LIVING IN HONG KONG

Hong Kong identity card: Students who are permitted to stay in Hong Kong for more than 180 days must apply for a Hong Kong identity card within 30 days of arrival. Students may see Edith Mak at the student success office to obtain more information.

Residence halls: Gold Coast Residences is located in Tuen Mun. Limited shuttle service is available between Gold Coast Residences and the campus, usually 20 minutes before each class starts and after each class ends. Security is on duty 24 hours a day. New students should contact their admission counselors for more information. Current students may contact reslife-hk@scad.edu.

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.

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 are advised to exchange currency from a local bank, which usually has the best exchange rate. Alternatively, authorized money exchangers are available at Hong Kong International Airport.

Banking: Students should notify their home bank or credit card company of their plans to study abroad prior to departure, as some companies may suspend an account if overseas withdrawal or transaction takes place. Also confirm with the bank if there are any international branches in Hong Kong.

Twenty-four hour automated teller machines (ATM's) can be easily found in Hong Kong. Students should check if there is a Visa Plus or Cirrus logo on the back of their debit card. American Express cardholders can use 'Aeon' ATMs to withdraw money.

Students must arrange multiple ways to access their bank account.

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 fall (September-November) have comfortable temperatures and are often fairly dry. Summer (June-August) is rainy and humid with average temperatures in the 90s Fahrenheit (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 C). Central heating systems are not available in Hong Kong. Students are advised to bring thick pajamas or purchase a space heater in Hong Kong. The Hong Kong Observatory's Dial-A-Weather system is available at +852.187.8200.

Clothing: Hong Kong's climate ranges from hot and humid to cool and rainy. Students are advised 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. Students may purchase additional clothing, if needed, once they arrive in Hong Kong.

Books and art supplies: Students will receive instructions by email for purchasing books prior to the start of classes. Faculty provide students with a list of needed supplies on the first day of class. Current students enrolled in photography classes in Hong Kong should contact Edith Mak at emak@scad.edu for a list of supplies to be brought to Hong Kong.

Travel: Students must not travel outside Hong Kong during the quarter. All trips must be scheduled before or after the quarter. Students must check with the embassy of the country they intend to travel to on visa requirements. SCAD does not assist students in applying for travel visas to other countries.

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 should log into MySCAD and upload a picture. This photo appears on the SCAD Card issued to that student at orientation.

Courses of study are registered with the Hong Kong Education Bureau, registration numbers: 261958-261971 and 262196-262202. It is a matter of discretion for individual employers to recognize any qualification to which these courses may lead.

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.

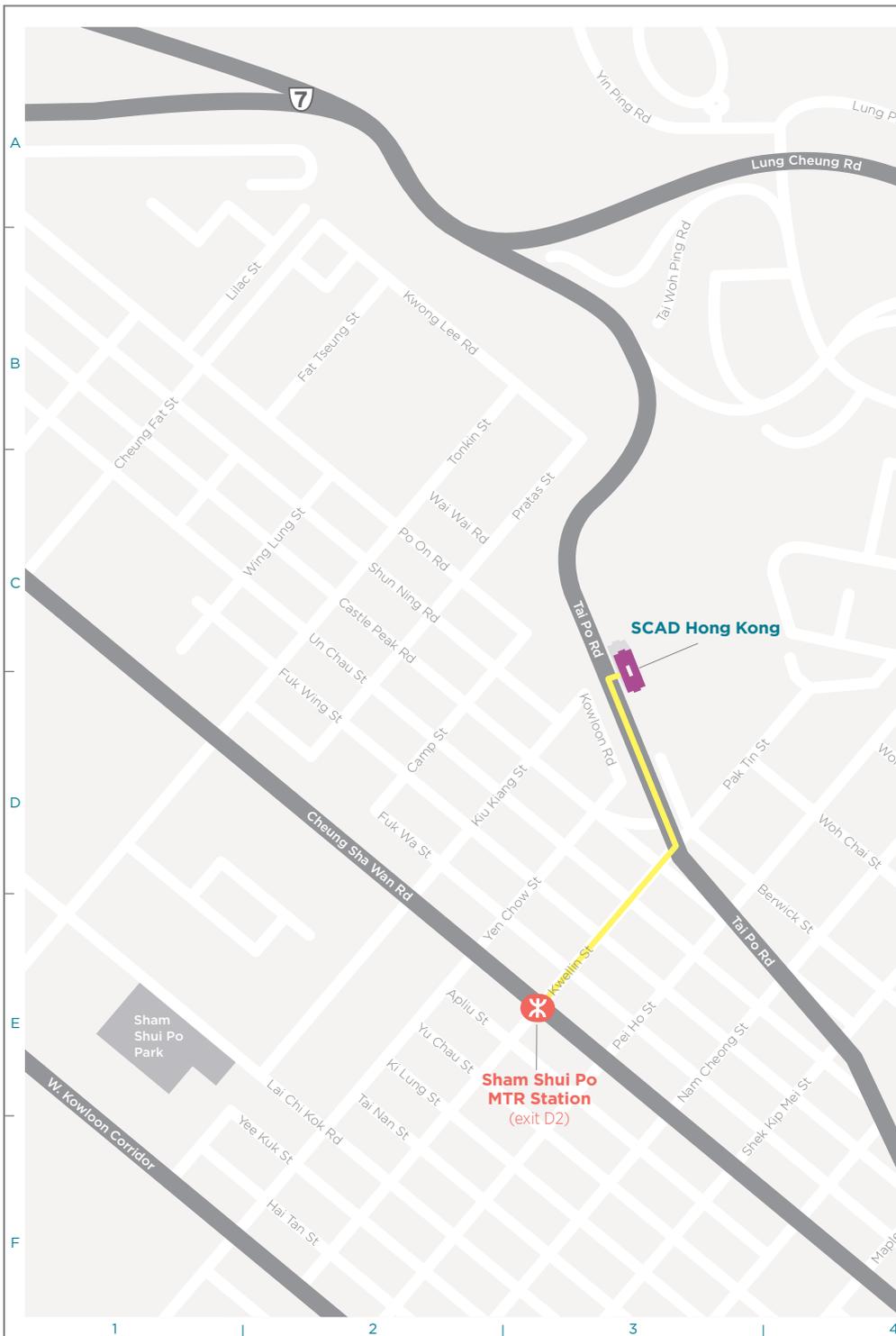
Alcohol: Consumption or display of liquor, wine or beer containers in any SCAD facility, or elsewhere on SCAD premises, and/or during SCAD-sponsored trips, events or activities is strictly prohibited, regardless of the person's age.

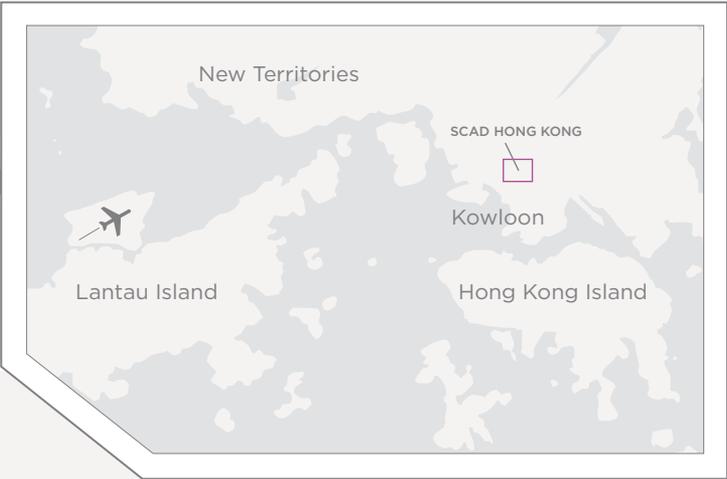
Drugs: SCAD is in full compliance with all governmental regulations and is committed to a program that prohibits the use of controlled substances. Illegal manufacture, possession, use, distribution or dispensing of controlled substances may subject individuals to criminal prosecution.

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

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Sham Shui Po, Hong Kong
+852.2253.8000 · admission_hk@scad.edu





SCAD HONG KONG

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