2024 Registration Day & Resources Allocation Period For Orientation Activities Arrangement

Prepared by CCSO

(last updated: July 26, 2024)

1. 2024 Registration Day Arrangement (Aug 10 - 11)

(Backup for adverse weather: Aug 12)

Registration Day (Aug 10 - 11) Arrangement

A) Use of Activity Rooms

UG103
UG104
UG201
UG202
UG203
UG207

CLOSE

From Aug 9, 13:00 - Aug 13, 10:00

Co-curricular Support Office
The Registry

Registration Day (Aug 10 - 11) Arrangement

Zone Coordinators will submit the resources requests to CEDARS.

Individual societies do not need to submit additional requests.

Co-curricular Support Office
The Registry

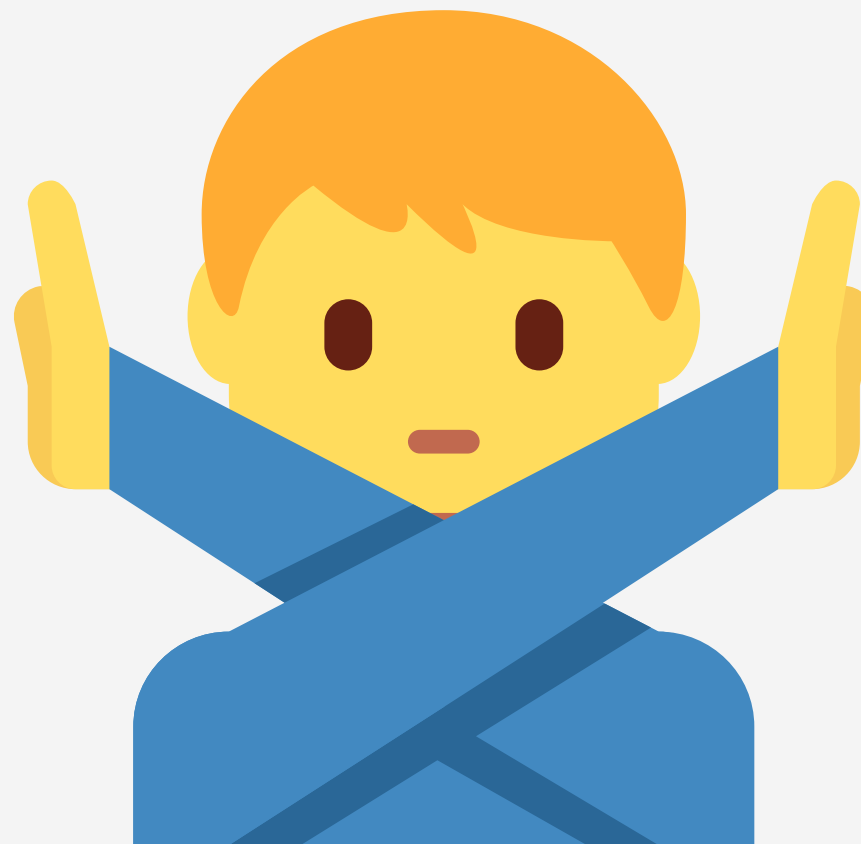# 2. 2024 Resources Allocation Period Arrangement (Aug 14 - Sept 30)

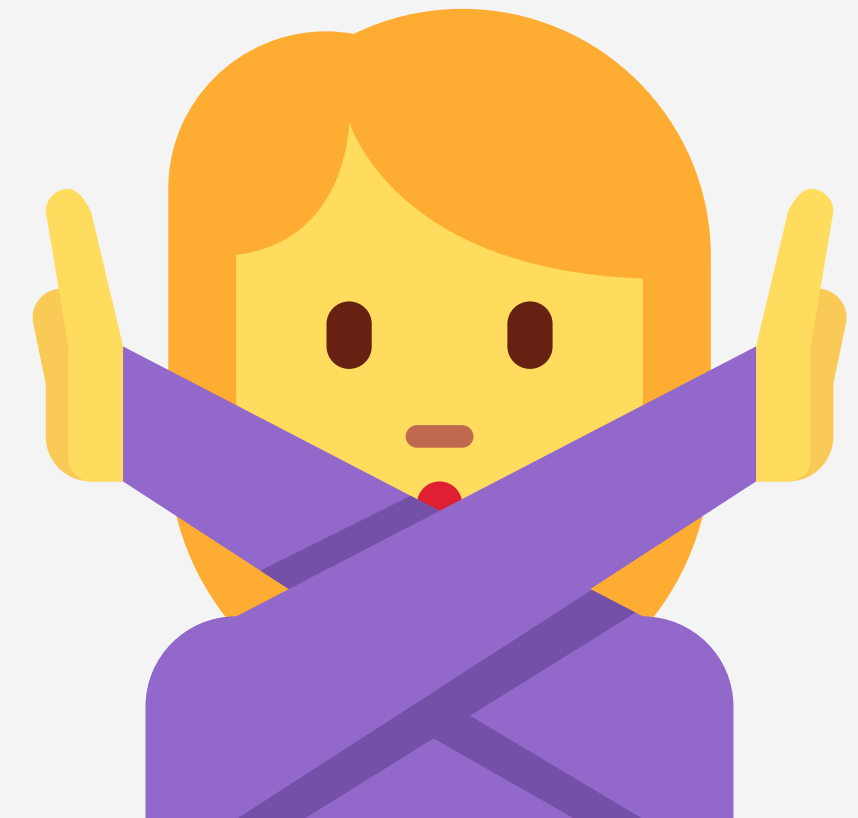# Resources Allocation Period (Aug 14 - Sept 30) Arrangement

Special Booking Rules for Equipment

For All Equipment
Max. Days of Equipment Rental
14 Days -> 7 Days

Booking after deadline is NOT guaranteed

Not accepting on day ad-hoc booking

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Resources Allocation Period (Aug 14 - Sept 30) Arrangement

Rules For Other Bookings

Please follow the 'Guidelines on the Use of Campus Facilities Managed by CCSO' as usual

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Resources Allocation Period (Aug 14 - Sept 30) Arrangement

Application Timeline

Application Period
July 15, 10:00 -
July 26, 23:59

**Result
Announcement**
Aug 2

**Deadline for
withdrawal of
allocated resources**
Aug 5

**Release of
resources for
direct booking**
Aug 7

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Equipment Booking

Equipment Booking

Resources Allocation Period (Aug 14 - Sept 30) Arrangement

Equipment Booking

Fill in Booking Period (Return of Equipment Included)

Select Equipment to be Booked (Can Choose Max 3 Items)

Fill in Activity Name

Indicate student society, nature of activity and equipment quantity (Can be >3 item type)

Attach supplementary information when appropriate

Begin   15/08/2024   9:30 AM   End   15/08/2024   10:30 AM

0 days 1 hours 0 minutes

Manage Facilities Change ➕

Orientation - CCSO - Ballot Box 🔒

Title of booking*

[＊]

Description of booking*

[＊]

Attach File *(2 MB max)*

選擇檔案   未選擇任何檔案

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Notice Board Arrangement

Use of Notice Boards

Registered student societies may post posters on any free space on notice boards managed by CCSO. The list of notice boards and their locations can be accessed here. For further details, please refer to the Guidelines on the Use of Notice Boards.

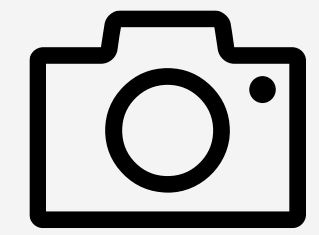**Please refer to CCSO website for the list of notice boards and the locations**

Please read the Guidelines on the Use of Notice Boards

If any student society violates the Guidelines, CCSO reserves the right to **suspend** the society's use of notice boards. The period of suspension will be determined solely by CCSO.

Co-curricular Support Office
The Registry

Overall Timeline

📷 **Take a screencap!**

SUN	MON	TUE	WED	THU	FRI	SAT
	15/7	16/7	17/7	18/7	19/7	20/7
	Resources Allocation Period Application					
21/7	22/7	23/7	24/7	25/7	26/7	27/7
	Resources Allocation Period Application					
28/7	29/7	30/7	31/7	1/8	2/8 Resources Allocation Period Result Announcement	3/8
4/8	5/8 Deadline for Withdrawal of Allocated Resources	6/8	7/8 Release of Resources for Direct Booking	8/8	9/8	10/8 Registration Day
11/8 Registration Day	12/8 Registration Day Backup	13/8	14/8	15/8	16/8	17/8
			Resources Allocation Period			
20/8	21/8	20/8	21/8	22/8	23/8	24/8
	Resources Allocation Period					
25/8	26/8	27/8	28/8	29/8	30/8	31/8
	Resources Allocation Period					

SUN	MON	TUE	WED	THU	FRI	SAT
1/9	2/9	3/9	4/9	5/9	6/9	7/9
Resources Allocation Period						
8/9	9/9	10/9	11/9	12/9	13/9	14/9
Resources Allocation Period						
15/9	16/9	17/9	18/9	19/9	20/9	21/9
Resources Allocation Period						
22/9	23/9	24/9	25/9	26/9	27/9	28/9
Resources Allocation Period						
29/9	30/9					
Resources Allocation Period						