

English version follows the Chinese one.

各位逸夫書院同學：

書院在下學期為同學安排了9個書院聚會和2個高桌晚宴，同學須出席最少3次（其中2次必須親身出席，另外1次網上出席）。留意並符合書院聚會出席要求是同學的責任，未能符合的同學的成績表上將出現「不合格」的紀錄。

書院沒有責任給同學補救的機會，與此同時亦不希望同學因而在成績表上留下不良紀錄，如同學因各種原因而未符合本學期書院聚會出席要求，可以在[書院網站](#)觀看書院聚會的錄像*，並提交對是次聚會的反思，以下為反思的要求：

- 形式：只接受手寫，可寫在原稿紙或白紙上（不接受電子版和電子打印本）
- 字數：約400字，可用中文或英文
- 遞交方式：
 - (1) 填交網上表格（<https://bit.ly/3N8zAvg>），系統會自動發送確認電郵
 - (2) 列印電郵內的附件（pdf檔案）
 - (3) 把pdf檔案的列印本和書院聚會的反思（手寫）交到文瀾堂LG1的書院辦公室
- 截止日期：**2023年5月12日（星期五）下午5時30分**

*同學應按個人情況，選擇觀看未有出席的書院聚會錄像。例如，如同學未出席兩次書院聚會，他們須觀看兩個書院聚會的錄影，並提交兩個書院聚會的反思。

此補救方法只適用於本學期，下學年的書院聚會將會回復疫情前的要求，同學須親身出席最少3次書院聚會，書院聚會不再設有網上直播，書院亦不會再提供補救的機會給未能符合出席要求的同學，敬請留意。

更新的出席記錄可於 **2023年5月19日（星期五）**後於網上登記及出席系統查閱。就觀看網上錄像有任何疑問或技術困難，請聯絡 shaw-assembly@cuhk.edu.hk。

逸夫書院

2023年4月26日

Dear Students of Shaw College,

The College has organised 9 College Assemblies and 2 High Table Dinners for students to fulfil the College Assembly requirements in Term 2. Students are required to attend at least THREE (TWO of which should be in-person while the other ONE via Zoom) College Assemblies this term. It is indeed the students' responsibilities to observe these guidelines. Students who failed to fulfill the attendance requirement will have a failing grade on the transcript.

The College has no obligation to provide remedial measures to students who are unable to comply with the attendance requirements. However, the College tries to avoid issuing this punishment if possible. If students failed to fulfill relevant attendance requirement for College Assemblies of this term due to different reasons, they can now watch recordings of past assemblies in the [College website](#), and submit a reflection on the assembly*. The requirements for the reflection are as follows:

- Format: **handwritten** on manuscript paper or blank paper (**electronic or printed copies will NOT be accepted**)
- Word count: approximately 400 words in either Chinese or English
- Submission method:
 - (1) Fill out the online form (<https://bit.ly/3N8zAvg>). The system will send a confirmation email automatically.
 - (2) Print the attachment in the email (PDF file).
 - (3) Submit the printed copy of the PDF file and the reflection on the College Assembly (handwritten) to the College Office in LG1 of Wen Lan Tang.
- Deadline: **5:30pm, 12 May 2023 (Friday)**

Students should choose to watch the video of College Assembly which they **did not attend. For example, if students missed attending two College Assemblies, they will have to watch two videos of College Assembly and write two reflections.*

This remedial measure only applies to this term. The attendance requirements for the next academic year will resume to pre-pandemic standards, which students must attend at least 3 College Assemblies in person. Livestreaming will no longer be available, and **remedial measures will not be provided**.

Updated attendance records can be checked online in the attendance system after **19 May 2023 (Friday)**. If students have any questions or technical difficulties regarding the assembly recordings arrangement, please contact shaw-assembly@cuhk.edu.hk.

Shaw College
26 April 2023