



Shaw College  
College Assemblies (Term 2, 2021/22)

Online Registration – Registration and Attendance System (RAS)

*(not applicable to exchange students and students who have not been pre-assigned for GESC1000, please check your course list at CUSIS)*

College will have the following arrangement for College Assemblies.

Students are required to attend 3 College Assemblies in a term. **One** of which should be **in-person** while the other **two** via **Zoom**. The System is only open for registration for in-person attendance. Attending assemblies **via Zoom does NOT require prior registration**.

Students, who due to travel restrictions, are unable to return to Hong Kong during term time should seek prior approval through [email](#) for attending all 3 College Assemblies via Zoom.

**1. Registration and Attendance System (RAS)**

The Registration and Attendance System is developed by the University's Information Technology Services Centre (ITSC) in collaboration with the Colleges for registration and attendance recording of College Assemblies and related events. For attendance to be counted, participants of **College Assemblies** must first register online via the System.

**2. Registration Details**

**Registration and Attendance System URL:** <https://webapp.itsc.cuhk.edu.hk/ras/>

Please refer to the login page instruction to provide the login ID and password.

**Registration Arrangements**

- Registration for **TERM 2** College Assemblies starts on **6 January 2022 (Thursday) at 10:00am**.
- **Registration deadline** for each College Assembly is **the Monday before the event at 8:00am**.
- For detailed schedule, please see: <https://www.shaw.cuhk.edu.hk/en/content/college-assemblies>
- Should students be unable to show up for an event which have seats, they should return the "seats" via the Registration and Attendance System in order to reserve seats for another event.

**3. Important Notes and Enquiries**

- **Attendance requirement:** Shaw College full-time undergraduate students are required to attend at least **3 College Assemblies (one in-person and two via Zoom)** each term to fulfill the College Assembly attendance requirement.
- **Attendance record:** To check your attendance record, please visit Registration and Attendance System the following Monday after each assembly.
- **All students** are required to attend College Assemblies. (except incoming exchange students)
- **Outgoing exchange students** are also required to attend College Assemblies in their normative study period after returning to the University during their remaining studies.
- **Students of Faculty of Medicine:** only students with medical study year **MYR1, MYR2 & MYR3** under CUSIS need to attend college assembly.
- **Students of Nursing Programme:** students need to attend college assembly for **9 terms**, as students have clinical training in the Term 2 of year 5.
- **Students of Chinese Medicine:** students need to attend college assembly for **9 terms**, as students have clinical training from the Term 2 of year 5.
- **Related link:** Change or Forget CWEM password <http://www.cuhk.edu.hk/itsc/onlineapp/form/sr.html>
- **College enquiries:** Tel (3943 7363) / Email ([shaw-assembly@cuhk.edu.hk](mailto:shaw-assembly@cuhk.edu.hk))