

香港樹仁大學

健身室使用守則

1. 合資格使用人士：	
1.1	本校全日制 / 兼讀制學生；
1.2	教職員及其同住於本校宿舍的親屬；
1.3	校友（須先註冊專屬校友電郵方可購票）；
1.4	經校方批准之團體或個別人士。
1.5	上述所有使用者均須獲香港樹仁大學確認符合使用健身室資格，方可購票進場，認可資格包括： • 完成由本校舉辦之「健身室使用工作坊」；或 • 持有其他認可的相關資歷證明（請參閱康樂及文化事務署認可資歷名單 https://www.lcsd.gov.hk/tc/fitness/list.html）。
2. 健身室地點及開放時間：	
2.1	健身室 1：宿舍文康大樓 LG1 健身室 2：研究院綜合大樓 RLG404 備註：暑假期間僅開放健身室 1（宿舍文康大樓 LG1）。
2.2	開放時間：星期一至星期日，08:00 – 22:00。
2.3	校方有權關閉健身室以進行清潔、保養維修、訓練班或其他活動，而毋須事前通知。
2.4	若校方認為健身室不適宜開放，或鑑於其他客觀因素，如緊急維修、惡劣天氣等，須暫時關閉，有權即時執行。
3. 網上購票程序：	
3.1	健身室期票分為以下四種，其適用時段如下： i. 上學期：上學期開學日至上學期完結日，不包括學期休假； ii. 下學期：下學期開學日至下學期完結日； iii. 暑期：下學期完結日之翌日至 8 月 31 日； iv. 全年票：涵蓋上、下學期及學期休假，不包括暑期。
3.2	合資格使用者可於各期票適用時段開始前 7 天起購買期票。 備註：全年票只限於上學期內購買。
3.3	於網上系統選定票種後，須於 30 分鐘內完成網上付款。付款成功後，使用者會收到電郵確認通知，並應保留該電郵至該學期票屆滿日。
3.4	有關收費價目表可於網上購票系統參閱 https://fvbs.hksyu.edu

4. 使用設施及個人物品：	
4.1	使用者每次使用健身室前，須先到宿舍文康大樓或研究院綜合大樓地下大堂之保安櫃位登記及領取健身室匙卡； 學生及教職員：須暫存學生證或職員證，以領取健身室匙卡； 職員親屬及校友：須出示身份證明文件登記，以領取健身室匙卡； 使用者離開健身室時， 必須立即 將健身室匙卡交還保安櫃位。
4.2	健身室採先到先用原則，毋須預約使用。
4.3	每張健身室匙卡只供一位合資格人士使用，持卡者不可轉讓健身室匙卡或帶同任何人士進入健身室。
4.4	在本校健身室範圍內，禁止任何未經校方授權的活動，包括但不限於商業活動。
4.5	健身室內必須穿著不脫色的運動鞋。進行健身運動時，所有使用者必須穿著適當的運動服裝。
4.6	使用者應調較合適的運動量。如有需要，使用前應諮詢醫生或其他專業人士意見，以免引致個人受傷。
4.7	使用者須自行負責本身及其財物之安全。若在健身室內因使用者自身疏忽誤用設備而發生意外、導致損失或受傷，校方概不負責。
4.8	為顧及個人衛生及保護健身器材之耐用性，使用者須保持其整潔；使用器材後請抹去留在器材上之汗漬及放回原處，方便他人使用。
4.9	健身室內須尊重其他使用者並公平使用器材。若有他人在旁等候，使用心肺鍛鍊器材的時間請勿超過二十分鐘。
4.10	若使用者發現健身室內的設施出現損毀或問題，請即通知設施管理處或其授權之工作人員(例如：保安員)。
4.11	若使用者損毀健身室內設施或其他用品，校方有權向該人士索取相對賠償。
4.12	使用者不可移動任何健身室內設施或器材。
4.13	健身室內嚴禁吸煙及飲食。
4.14	未經校方允許，不得在健身室內拍照或錄影。
4.15	不得在健身室內播放收音機或其他音響設備（附耳筒除外）。
4.16	請勿對他人構成滋擾。禁止大聲喧嘩或追逐、粗言穢語、不守秩序行為。設施管理處或其授權之工作人員(例如：保安員)有權要求行為不檢人士離開或拒絕有關人士進入健身室。
5. 違規處理：	
5.1	健身室匙卡僅限登記者本人使用，嚴禁轉讓或協助他人未經登記進入健身室。凡發現違規者，校方有權即時要求離場並暫停其使用權。
5.2	如使用者於離場時未有歸還健身室匙卡，其健身室使用資格將即時暫停，直至交還匙卡為止。

	5.3	如使用者於 30 天內累積兩次逾期歸還健身室匙卡，其健身室使用資格將由第二次逾期歸還之翌日起暫停 30 天。
	5.4	如匙卡遺失、損壞或未能交還，使用者或須按本校規定作出賠償。
	5.5	任何使用者若違反本使用守則，將喪失健身室及相關設施之購票及使用權利。
6.	惡劣天氣安排（八號或以上熱帶氣旋警告信號／黑色暴雨警告信號／「極端情況」）：	
	6.1	開放時間前：如上述信號／警告已生效，或天文台預告將於未來兩小時內生效，健身室暫停開放。
	6.2	開放期間：如上述信號／警告生效，或天文台預告將於未來兩小時內生效，健身室即時關閉；使用者須儘快離開。
	6.3	如天文台於當日除下或改發較低等級信號／警告，健身室將於兩小時後恢復開放。
7.	其他：	
	7.1	所有使用者必須遵守上述守則，校方有權修改以上守則，而毋須事前通知。

學生事務處

2026 年 9 月 2 日

Hong Kong Shue Yan University

Regulations for the Use of Fitness Room

1.	Eligibility:
1.1	Full-time students / part-time students.
1.2	Staff members and their relatives residing in university hostels.
1.3	Alumni (Must register for an exclusive alumni email before purchasing tickets).
1.4	Groups or individuals approved by the University.
1.5	All the above users must be verified by Hong Kong Shue Yan University as eligible to use the fitness room before purchasing tickets. Recognized qualifications include: • Completion of the "Fitness Room Usage Workshop" organized by the University; or • Holding other recognized relevant qualification certificates (Please refer to the list of equivalent qualifications from the Leisure and Cultural Services Department: https://www.lcsd.gov.hk/tc/fitness/list.html)
2.	Venue and Opening Hours:
2.1	Fitness Room 1: LG1, Residential & Amenities Complex Fitness Room 2: RLG404, Research Complex Note: Only Fitness Room 1 (LG1, Residential & Amenities Complex) will be open during the summer vacation.
2.2	Opening Hours: Monday to Sunday, 08:00 – 22:00.
2.3	The University reserves the right to close the fitness rooms for cleaning, maintenance, training classes, or other activities without prior notice.
2.4	If the University deems the fitness room unsuitable for opening or due to other objective factors such as emergency repairs, bad weather, etc., requiring temporary closure, it has the right to execute the closure immediately.
3.	Online Ticket Purchase Procedure:
3.1	Fitness room term tickets are divided into the following four types, and their applicable periods are as follows: i. First Semester Ticket: From the first day of the first semester to the end date of the first semester, excluding semester break. ii. Second Semester Ticket: From the first day of the second semester to the end date of the second semester. iii. Summer Break Ticket: From the day following the end date of the second semester to 31 August. iv. Annual Pass: Covers the first and second semesters and semester break, excluding the summer break.
3.2	Eligible users can purchase term tickets starting from 7 days prior to the start of each ticket's applicable period. Note: Annual Pass can only be purchased during the first semester.

	3.3	After selecting the ticket type in the online system, online payment must be completed within 30 minutes. Upon successful payment, users will receive a confirmation email and should retain it until the expiry date of the term ticket.
	3.4	The fees can be viewed in the Facility Venue Booking System https://fvbs.hksyu.edu
4.	Use of Facilities and Personal Belongings:	
	4.1	Before using the Fitness Room, all users must register and collect a gym key card at the security counter located in the G/F lobby of the Residential & Amenities Complex or the Research Complex: Students and Staff: Must deposit their Student ID or Staff ID card to collect the gym key card. Staff Relatives and Alumni: Must present proof of identity for registration to collect the gym key card. Users must immediately return the gym key card to the security counter upon leaving the Fitness Room.
	4.2	The Fitness Room operates on a first-come, first-served basis; no prior reservation is required.
	4.3	Each gym key card is for the exclusive use of one eligible individual. Key card holders are strictly prohibited from transferring the card to others or bringing any accompanying persons into the Fitness Room.
	4.4	Any unauthorized activities, including but not limited to commercial activities, are strictly prohibited.
	4.5	Non-marking sports shoes must be worn in the Fitness Room. All users must wear appropriate sports attire while exercising.
	4.6	Users should adjust their exercise intensity appropriately. If necessary, consult a doctor or healthcare professional prior to use to prevent personal injury.
	4.7	Users are solely responsible for their personal safety and belongings. The University assumes no responsibility or liability for any accidents, loss, or injuries caused by user negligence or improper use of equipment.
	4.8	To maintain hygiene and preserve the equipment's durability, users must keep the facility clean and tidy. Wipe off sweat from equipment after use and return items to their original locations for others' convenience.
	4.9	Users must respect others and use equipment fairly. When others are waiting, limit cardio equipment use to 20 minutes.
	4.10	If any equipment or facility damage/malfunction is found, please notify the Facilities Management Office or authorized staff (e.g., security guard) immediately.
	4.11	The University reserves the right to claim compensation from any user who damages Fitness Room facilities or property.
	4.12	Users are not permitted to move any Fitness Room facilities or equipment.
	4.13	Smoking, eating, and drinking are strictly prohibited inside the Fitness Room.
	4.14	Photography and video recording are strictly prohibited without prior authorization from the University.
	4.15	Playing radios or other audio devices without headphones is not permitted in the Fitness Room.

	4.16	Do not cause nuisance to others. Loud noises, chasing, profanity, and disorderly conduct are prohibited. The Facilities Management Office or authorized staff (e.g., security guard) reserves the right to ask misbehaving individuals to leave or deny them entry.
5.	Penalties for Rules Violation:	
	5.1	The gym key card is strictly for the registered individual. Transferring key cards or assisting unregistered people is prohibited. Violators will be asked to leave immediately and face suspension of gym access rights.
	5.2	If a user fails to return the gym key card upon leaving, their Fitness Room access privilege will be suspended immediately until the card is returned.
	5.3	Accumulating two overdue returns of the gym key card within 30 days will result in a 30-day suspension of Fitness Room access privileges, starting from the day following the second overdue return.
	5.4	Users may be required to pay compensation according to University regulations if the key card is lost, damaged, or unreturned.
	5.5	Any user who breaches these regulations will forfeit the right to purchase tickets for and use the Fitness Room and its related facilities.
6.	Inclement Weather Arrangements (Typhoon Signal No. 8 or Above / Black Rainstorm Warning / "Extreme Conditions") :	
	6.1	Before Opening Hours: If the above signal/warning is in effect, or if the Hong Kong Observatory announces that it will be issued within the next two hours, the Fitness Room will remain closed.
	6.2	During Opening Hours: If the above signal/warning is issued or announced within two hours, the Fitness Room will close immediately, and users must leave as soon as possible.
	6.3	Reopening: If the signal/warning is cancelled or replaced with a lower signal by the Hong Kong Observatory, the Fitness Room will reopen two hours after the cancellation/lowering.
7.	Miscellaneous:	
	7.1	All users must strictly abide by the rules above. The University reserves the right to amend these regulations at any time without prior notice.

Office of Student Affairs

2 September 2026