



Access to the University Sports Facilities for

Full-Time / Fractional Staff, Retirees, Visiting Staff & Family Members

Eligible Parties for the New Access Arrangement:

- I. All HKU full-time / fractional serving staff (see note 1) and their family members (see note 2)
- II. All HKU retirees (see note 3) and their spouse (see note 4)
- III. All HKU visiting staff (see note 5) and their spouse (see note 4)

Eligible parties should use their Staff Card or Facilities Access Card (FAC) to access the sports facilities:

Categories		Means of Access
I. Staff	FT / Fractional Staff (principal)	HKU Staff Card
	Family Members (Spouse & Dependent Children) (see note 6)	HKU Facilities Access Card
II. Retirees	Retirees (principal) & Spouse (see note 7)	HKU Facilities Access Card
III. Visiting Staff	Visiting Staff (principal) & Spouse	HKU Facilities Access Card

For parties who are required to use FAC to access sports facilities, please refer to the **FAC Issuance / Registration Request Form** (which will be available for downloading from CSE's [website](#) [in "Membership" section → *Form Downloading Centre*]) for more information to check if you need to apply for a new FAC (e.g. if you currently do not hold any FAC) or to apply for a FAC registration: e.g. if you already have a FAC previously issued by the Library but did not join the CSE (former-IHP) sports membership before, or not. Details on the application procedures and the FAC issuance fee required can also be found on the Form.

For staff (e.g. honorary staff, part-time staff, HKU-SPACE staff) not included in the above-mentioned categories I – III but still currently hold valid CSE staff sports membership, they and their family members, if applicable, can continue to access the sports facilities as normal until its expiry (subject to any ongoing membership fees if applicable), and they may also wish to consider joining other sports membership offered by CSE after their current one expires. For more details, please visit our website at www.cse.hku.hk (*Membership* → *Membership Categories*).

For enquiries, please contact us at 2817-4046 / 2817-3657 or csehku@hku.hk.

1. "HKU full-time / fractional serving staff" refers to the staff who are with a current valid full-time / fractional appointment as registered in HRS records but will not include those external staff who are from HKU-SPACE (Department code: 70370).
2. "Family members" of HKU full-time staff refers to the principal's spouse and dependent children as registered in HRS records.
3. "HKU retirees" refers to the former HKU staff who are with termination reason as "Retirement" as registered in HRS records.
4. "Spouse" refers to the principal's spouse as registered in HRS records.
5. "HKU visiting staff" refers to the staff who are registered as a Visiting Staff in HRS records and their access to sports facilities is only applicable during their official visit period.
6. Senior children (aged 19 or above) of full-time staff, who previously could access sports facilities before 1 Dec 2017 via a sports membership but are not registered as "Dependent Children" in HRS record, can access to the sports facilities by means of [guest tickets](#) instead or they can also join [other CSE's sports membership scheme](#) on their own as appropriate from 1 Dec 2017 onwards. Please visit our website (*Membership* → *Membership Categories / Guest Policy*) for details.
7. Children / Senior Children of retirees can still access sports facilities up to the expiry of their sports membership if they currently have one.