**Booking Procedures**

**For Individual Recreation**

Advance and On-the-day Booking

- Booking must be made online at [https://w6.ab.ust.hk/fbs](https://w6.ab.ust.hk/fbs).
- Booking will be accepted at or after 8:00 am one week (seven calendar days) before the date of booking.
- For any one type of facility, a user can only make one booking per day unless otherwise specified.
- Family members of HKUST staff have to be activated through the system by the staff before they can make a booking online.
- Sports Facilities User Card holders have to be registered through the system before they can make a booking online. The registration may take ten working days to complete.
- First time user are encouraged to read the FAQ or User Guide on the menu bar before they make a booking.

**For Organized Competitions**

Bookings for competitions must be made at least one month in advance. A prepared fixture and equipment list must be submitted together with the application in a prescribed form. Sample application can be obtained at the Student Affairs Office.

**Use of Weight Training Equipment in the Fitness Center**

For safety reasons, only qualified users may use the weight training equipment in the Fitness Center.

- Qualified users are those who have attended the Video Viewing Session offered by the Student Affairs Office or a similar training course elsewhere. For the latter case, production of evidence may be required.

**Others**

- Courses and activities organized by the Student Affairs Office will have priority in using the various sports facilities.
- Facilities not taken up 10 minutes after scheduled time will be allocated to other users.
- Information related to types of booking not listed above are available at the Student Affairs Office.

**Rules and Regulations**

To ensure that users can enjoy using the facilities in a safe and convenient environment, rules and regulations are required. A full set of the rules and regulations are displayed in appropriate locations and can be consulted in the Student Affairs Office. Users may wish to take note of the following before using the facilities:

1. Children under age of 12 must be accompanied by an adult when using the pool facilities.
2. Appropriate sports attire must be worn. Bare foot is not allowed. Footwear requirements are as follows:
   a. Footwear for all indoor sports facilities must be NON-MARKING rubber-soled sports shoes.
   b. Shoes with spikes or metal studs are not allowed on the artificial turf soccer pitch.
   c. Shoes with spikes longer than 6 mm are not allowed on the synthetic surface of the athletic track.
3. Smoking is not allowed in the campus.
4. No food or drinks except water is permitted within the sports facilities.
5. No pets are allowed to be brought into the sports facilities.
6. Users with shoulder length or longer hair must wear bathing caps or tie up their hair while using the swimming pool (This is to avoid blockage of the filtration plant by loose long hair).
7. Except inflatable arm bands, no other inflatable swimming aids are permitted to be used in the swimming pool.
8. Except goggles, swimmers should not wear spectacles, face masks or flippers in the swimming pool.
9. Persons who have put on sun-tan lotion are required to take a shower before entering the swimming pool.

Enquiries:
Room 1013 via Lift 3, Sports Development Office, Student Affairs Office
LG4 Counter, Fitness Center
Tel: 2358 6666
Email: sports@ust.hk

November 2018
### The Facilities

#### Indoor Sports Facilities
- **S. H. HO Sports Hall** - for badminton, basketball, handball and volleyball, etc.
- **Multi-purpose Rooms** - for table-tennis, aerobic dance, social dance, fencing, martial arts, indoor archery and other exercise
- **Fitness Center (LG4)** - **Aerobic equipment**
  - treadmills, bicycle, stepper, elliptical trainer and rowing ergometers
- **Gymnasium in UG Hall 9** - **Indoor Sports Facilities**
  - a set of multi-gym equipment and weight training stations
- **Climbing Wall** - 8-meter high wall with 2 climbing lanes
- **Table-Tennis Room** - 6 tables
- **Squash Courts** - 3 courts with glass back wall
- **Indoor Swimming Pool** - a 25-meter heated pool
- **TSANG Shiu Tim Sports Center** - an arena for badminton, basketball and volleyball, etc.
  - a multi-purpose room for table-tennis, aerobic dance, social dance, fencing, martial arts and other exercise
  - an exercise room for aerobic fitness training
  - an exercise zone for both aerobic and weight training

#### Outdoor Sports Facilities
- **Outdoor Swimming Pool** - a floodlit 50-meter pool with a 1 meter diving board
- **FOK Ying Tung Sports Center** - an all-weather artificial turf soccer pitch (floodlit)
  - a 400-meter athletic track (floodlit for jogging only)
  - spectators stand and changing facilities
- **Tennis Courts** - a total of 9 courts (floodlit except court No. 3)
- **Mini-Soccer Pitch** - for 5-a-side soccer (floodlit)
- **Outdoor Basketball Court** - seastfront (floodlit)
- **Lawn Area** - for archery, athletic throwing events, woodball, golf practice range, and other activities

### Opening Hours of Sports Facilities

<table>
<thead>
<tr>
<th>Facilities</th>
<th>Opening Hours of Operations</th>
<th>Daily</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indoor Sports</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S. H. HO Sports Hall</td>
<td></td>
<td>9:00 am - 10:00 pm</td>
</tr>
<tr>
<td>Table-Tennis Room</td>
<td></td>
<td>8:00 am - 10:00 pm</td>
</tr>
<tr>
<td>Squash Courts</td>
<td></td>
<td>8:00 am - 10:00 pm</td>
</tr>
<tr>
<td>Fitness Center (LG4)</td>
<td></td>
<td>7:15 am - 10:00 pm</td>
</tr>
<tr>
<td>Gymnasium in UG Hall</td>
<td></td>
<td>7:15 am - 10:00 pm</td>
</tr>
<tr>
<td>Climbing Wall</td>
<td></td>
<td>8:00 am - 10:00 pm</td>
</tr>
<tr>
<td>Multi-Purpose Room</td>
<td></td>
<td>8:00 am - 10:00 pm</td>
</tr>
<tr>
<td>Outdoor Sports</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FOK Ying Tung Sports Center</td>
<td></td>
<td>7:00 am - 10:00 pm</td>
</tr>
<tr>
<td>Tennis Courts No. 1</td>
<td></td>
<td>7:00 am - 10:00 pm</td>
</tr>
<tr>
<td>Tennis Court No. 3</td>
<td></td>
<td>7:00 am - 6:00 pm</td>
</tr>
<tr>
<td>Tennis Courts No. 4</td>
<td></td>
<td>7:00 am - 9:00 pm</td>
</tr>
<tr>
<td>Tennis Courts No. A</td>
<td></td>
<td>7:00 am - 11:00 pm</td>
</tr>
<tr>
<td>Outdoor Basketball</td>
<td></td>
<td>7:00 am - 10:00 pm</td>
</tr>
<tr>
<td>Court</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mini-Soccer Pitch</td>
<td></td>
<td>7:00 am - 10:00 pm</td>
</tr>
<tr>
<td>Lawn Area</td>
<td></td>
<td>7:00 am - 6:00 pm</td>
</tr>
<tr>
<td>Swimming Pools</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outdoor Swimming Pool (April/May to November)</td>
<td></td>
<td>7:30 am - 9:30 pm</td>
</tr>
<tr>
<td>Indoor Swimming Pool (November to April/May)</td>
<td></td>
<td>7:30 am - 9:30 pm</td>
</tr>
</tbody>
</table>

* Facilities will be closed on the following Public Holidays: Chinese New Year Holidays (3 days), Dragon Boat Festival, the day following Mid-Autumn Festival and Christmas; and at 6:00 pm on the following days: Mid-Autumn Festival, Winter Solstice and Chinese New Year Eve.

### Allocation of Courts

<table>
<thead>
<tr>
<th>Courts</th>
<th>Location</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. 1 &amp; 2</td>
<td>Seafront</td>
<td>Student</td>
</tr>
<tr>
<td>Court No. 3</td>
<td>LG7 Carpark</td>
<td>Open</td>
</tr>
<tr>
<td>Court No. 4</td>
<td>Senior Staff Quarters</td>
<td>Staff</td>
</tr>
<tr>
<td>No. 5 &amp; 6</td>
<td>South Gate</td>
<td>Open</td>
</tr>
<tr>
<td>No. 7 &amp; 8</td>
<td>Senior Staff Quarters (Site B)</td>
<td>Open</td>
</tr>
<tr>
<td>Court No. 3, 4 &amp; 5</td>
<td>LG4</td>
<td>Open</td>
</tr>
</tbody>
</table>

### Eligible Users

- Full-time Students, Part-time Students and Full-time Staff
- Family members of full-time staff
- Other approved users (Sports Facilities User Card)

* As defined in the terms of appointment of the staff member.

Privilege for use of the facilities are normally granted to persons who are officially associated with the university. Application forms are obtainable from the Student Affairs Office, LG4 Counter or download from Student Affairs Office web site: https://sao.ust.hk/upload/forms/fac_sports.pdf. A User Identification Card will be issued to those granted user privilege.

### Guests & Visitors

1. To facilitate eligible users to play with their regular partners who are not eligible users, full-time students, alumni, full-time staff and their eligible family members may bring along guests except the Fitness Center under the following conditions:
   - (a) Guests must be accompanied by the eligible user concerned at the time of admittance into and when using the sports facilities (please contact the duty attendant for special needs).
   - (b) Guests must pay a non-refundable guest charge at HK$20 per guest/day.
   - (c) Each eligible user may bring up to four guests at one time. For alumni, a maximum of 2 guests per visit.
   - (d) Guest age 17 or under must be accompanied by an adult user.
   - (e) Guests Policy is NOT applicable to Part-time Students and holders of Sports Facilities User Card (except alumni).
   - (f) Guest of alumni can use all sports facilities except S. H. HO Sports Hall, Fitness Center and Swimming Pools (after 2pm).

2. Guests tickets are available for sale at S. H. HO Sports Hall, Swimming Pools, and FOK Ying Tung Sports Center.

3. Guests and visitors who are not using the sports facilities are welcome to stay in the public spectator areas, i.e. the balcony of S. H. HO Sports Hall and the spectator stand in the FOK Ying Tung Sports Center and squash courts.