Please read the following application guidelines and the regulation at the back carefully before filling out this form.

1. SCS students are eligible to apply for lockers at Mongkok Learning Centre (MLC) for storing personal belongings and course materials. Interested eligible parties should submit their application forms to MLC enrolment counter during office hours.

2. In the event of over-subscription, the School will draw lots among the applications received to randomly allocate the lockers. Successful applicants will be notified by e-mail. Unsuccessful applicants will not be informed separately. Please make sure the email address provided below is accurate for easy communication.

3. Successful applicants should equip a padlock to the designated locker before a stipulated deadline. Otherwise, the unattended locker will be released to students on waiting list.

4. Each successful applicant may use the locker for the period stipulated in the application form. Full-time students should submit applications during start of each semester and successful applicants will be entitled for using lockers for one semester (i.e. the 1st or 2nd semester of the school year).

5. Students should empty and unlock the lockers according to the stipulated dates. The School will apply a security padlock to overdue lockers and shall have the authority to dispose of the properties found in the lockers after two-week notice.

6. Successful applicants should comply with Regulations for Use of MLC Student Lockers stated at the back. For any enquiries, please contact our staff by email to scs-mlc@scs.cuhk.edu.hk.

學員姓名

Student's Name

學號

Student's ID

課程名稱

Programme of Study

儲物櫃優先位置

 Locker location Preference

Tower A locker

Tower B locker

*Please rank the location preference for lots drawing

聯繫電話

Contact No.

E-mail Address

本人已閱讀及明白上述申請指引，並同意遵守儲物櫃使用守則。

I have read and understand the application guidelines stated above and shall comply with Regulation for Use of Student Lockers stated at the back of the page.

學員簽名 Signature:

日期 Date:

For Official Use

App. Receipt Date: __________________________

Recommended by Prog. Div.: __________________________

Locke No.: __________________________

Locke Receipt Date: __________________________

Student's Signature: __________________________

Returned Date: __________________________

AD025(SEP08)
Regulations for the use of MLC Student Lockers

1. Students must keep the lockers clean and tidy.

2. In case of any damage to lockers, students must report to the School immediately. Students may be responsible for the repair charges of lockers if necessary.

3. Students are advised not to store any valuables in their lockers. The School will not be responsible for any loss or damage to any personal belongings in the lockers.

4. Lockers are not equipped with any locks. Students have to provide their own padlocks.

5. Storage of any illegal items is prohibited. The School shall have the authority to open any lockers in the presence of a third party and reserves the right to be fully indemnified by the users against any liability resulting from the storage of illegal items.

6. Students should return the lockers to the School before a stipulated deadline. The School will apply a security padlock to over-due lockers and shall have the authority to dispose of the properties found in the lockers after two-week notice.

7. Students who terminate / suspend study or do not study at the School for whatever reason are required to return the lockers immediately.

8. For any enquiries, please contact our staff at 2781 0517 or email to scs-mlc@scs.cuhk.edu.hk.

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