










場地名稱 Name of Venue (容納人數上限 Maximum Capacity)	每星期可借用次數 (星期日至六) Weekly Quota (Sun to Sat)		每次最長借用時間 (小時) Max. hours per booking		備註 Remarks
	個人 Individual	團體 Student Body	個人 Individual	團體 Student Body	
音樂室 Music Room E106 E107	4 (次數於 2 間房共享 shared among 2 rooms)	N/A	2	N/A	<p>1) 可即時借用 Real-time booking accepted</p> <p>2) 即使未經借用，同學亦可進入，惟已借用之同學有優先使用權 Students can access these rooms without booking, but those who have made a booking are prioritized in using the rooms.</p> 
共享學習空間討論室 Learning Commons Discussion Room E102A E103A	4 (次數於 2 間房共享 shared among 2 rooms)	N/A	2	N/A	<p>1) 可即時借用 Real-time booking accepted</p> <p>2) 即使未經借用，同學亦可進入，惟已借用之同學有優先使用權 Students can access these rooms without booking, but those who have made a booking are prioritized in using the rooms.</p> 
研討室 Seminar Rooms W112 (10) W113 (10) W114 (10)	N/A	6 (次數於 3 間房共享 shared among 3 rooms)	N/A	4	<p>1) 即使未經借用，同學亦可進入，惟已借用之同學有優先使用權 Students can access these rooms without booking, but those who have made a booking are prioritized in using the rooms.</p> <p>2) 如借用團體欲打通房間或使用房內投影機，必須於使用前最少 3 個工作天 電郵書院 (ronwong@cuhk.edu.hk) 列明安排 Student bodies wishing to connect the rooms or use in-room projector must email the College (ronwong@cuhk.edu.hk) at least 3 working days prior to the event on detailed arrangements</p> 

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	個人 Individual	團體 Student Body	個人 Individual	團體 Student Body	
活動室 Activity Room W116 (15)	N/A	2	N/A	4	<p>1) 需於活動前最少 3 個工作天申請 Booking to be made at least 3 working days before use</p> <p>2) 即使未經借用，同學亦可進入，惟已借用之同學有優先使用權 Students can access the room without booking, but those who have made a booking are prioritized in using the room</p> 
多用途運動室 Multi-Purpose Sports Room (10)	N/A	2	N/A	4	<p>1) 只限星期一至五 (公眾假期除外) 預留房間 Booking time restricted to Monday – Friday (except public holidays)</p> <p>2) 需於活動前最少 3 個工作天申請 Booking to be made at least 3 working days before use</p> 
The Lounge (15)	N/A	2	N/A	4	<p>1) 只限星期二/三/四晚上預留房間 Booking time restricted to the evening of Tuesday/Wednesday/Thursday</p> <p>2) 需於活動前最少 3 個工作天申請 Booking to be made at least 3 working days before use</p> <p>3) 即使未經借用，同學亦可進入，惟已借用之同學有優先使用權 Students can access the room without booking, but those who have made a booking are prioritized in using the room</p> 
書院藝廊 College Gallery (活動用途 Activity Use)	N/A	1	N/A	4	<p>1) 場地亦適用作諮詢用途 Venue can also be used for consultation</p> <p>2) 需於活動前最少 5 個工作天申請 Booking to be made at least 5 working days before use</p> <p>3) 如欲借用藝廊作投票/宣傳/展覽用途，請按此了解 Booking rules for using College Gallery For poll/promotion/exhibition purpose HERE</p> 
5/F 空中花園 Sky Garden	N/A	1	N/A	4	<p>1) 只限星期一至五(公眾假期除外)預留場地 Booking time restricted to Monday to Friday (except public holidays)</p> 
圓夢臺 Terrace of Dreams	N/A	1	N/A	4	<p>2) 需於活動前最少 7 個工作天申請 Booking to be made at least 7 days before use</p> 

創意實驗室 Creativity Laboratory (c!ab) (20)					1) 如欲借用創意實驗室，請 按此 了解或電郵 clab.wys@cuhk.edu.hk Please click HERE or email clab.wys@cuhk.edu.hk for booking of c!ab. 2) 即使未經借用，同學亦可進入，惟已借用之同學有優先使用權 Students can access the room without booking, but those who have made a booking are prioritized in using the room	
場地名稱 Name of Venue	每星期可借用次數 (星期日至六) Weekly Quota (Sun to Sat)		每次最長借用時間 (小時) Max. hours per booking		備註 Remarks	
	個人 Individual	團體 Student Body	個人 Individual	團體 Student Body		
演藝廳 College Theatre (不連影音系統 AV system <u>excluded</u>) (60)	N/A	1	N/A	4	(如音樂小組成員借用演藝廳及房內樂器純作練習用途，請 按此 申請。 Music Team Members can apply here for using Music Equipment & College Theatre for practice only.) 1) 只限星期一至五(公眾假期除外)預留場地 Booking time restricted to Monday to Friday (except public holidays) 2) 需於活動前最少 7 個工作天 申請 Booking to be made at least 7 working days before use 3) 有需要者請於網上系統另提交 場內影音系統借用申請 ，並安排莊員於活動前至少 7 個工作天 完成書院提供之影音系統 訓練課程 Please submit separate In-Room AV System booking in the system if necessary and arrange an Ex-Co Member to complete College AV equipment training at least 7 working days prior to the event	
中央庭園 Central Courtyard (不連影音系統 AV system <u>excluded</u>)	N/A	1	N/A	4	 	
學生飯堂連舞台 Student Canteen with Stage (不連影音系統 AV system <u>excluded</u>) (200)	N/A	1	N/A	4	1) 只限星期一至六預留場地 Booking time restricted to Monday to Saturday 2) 需於活動前最少 14 日 申請 Booking to be made at least 14 days before use 3) 必須選用書院膳食供應商， 每人最低消費 HK\$30 。如欲使用整個學生飯堂(由汽水機位置至飯堂內部)，最低消費為 HK\$3,000 (每早餐/午膳/晚膳時段)；如欲使用半個飯堂，最低消費為 HK\$2,000 (每早餐/午膳/晚膳時段)。 Catering service must be provided by College caterer with minimum catering charge of HK\$30 per head . For the use of the entire Student Canteen (starting from vending machine), a minimum catering charge of HK\$3,000 per breakfast/lunch/ dinner session applies; For the use of half of the Student Canteen, a minimum catering charge of HK\$2,000 per breakfast/lunch/dinner session applies. 4) 膳堂借用時間為上午 9 時至晚上 9 時。 Booking time from 9am to 9pm.	

類別 Category	場地名稱 Name of Venue	相片 Photos	每月可借用次數 Monthly Quota	每次最長借用時間 Max. length per booking	備註 Remarks
宣傳位置 Promotion Area	東座升降機大堂 宣傳位置 East Block Lift Lobby Promotion Area		3 (次數於 4 個地點共享 shared among 4 venues)	14 日 days	1) 位置只供伍宜孫書院學生團體預留 Booking for promotion area can only be made by Wu Yee Sun College Student Bodies 2) 位置亦可作票站、活動售票攤位用 Promotion areas can be used as poll station and ticket booth 2) 需於使用前最少 3 個工作天申請 Booking to be made at least 3 working days before use
	西座升降機大堂 宣傳位置 West Block Lift Lobby Promotion Area				
	書院藝廊近東座 宣傳位置 College Gallery Promotion Area (East)				
	書院藝廊近西座 宣傳位置 College Gallery Promotion Area (West)				
展覽位置 Exhibition Area	書院藝廊 (展覽用途) College Gallery (Exhibition use)		2	14 日 days	1) 位置只供伍宜孫書院學生團體預留 Booking for exhibition area can only be made by Wu Yee Sun College Student Bodies 2) 需於使用前最少 7 個工作天申請 Booking to be made at least 7 working days before use 3) 請把展覽內容上載至網上儲傳空間 (如 Google Drive, Dropbox 等), 並將連結與建議書一併提交。 Please upload exhibition content to online storage space (e.g. Google Drive, Dropbox etc.) and attach the link together with the proposal.