



Student Development Services  
Student Life and Resources Section  
**Locker Rental Regulations**

**1. Locker Allocation**

- Students enrolled in undergraduate, taught postgraduate and professional doctorate programmes are eligible to apply for the locker rental service, subject to availability. Lockers will be allocated through an annual lottery system. Exchange, visiting, combined mode, research-based and occasional students are not eligible.
- Successful applicants will pay a non-refundable annual rental fee of HK\$50.
- Once registration is confirmed, students cannot select or change their locker location. **Renewal of locker registration to a different locker will not be considered.**
- Due to limited availability, applicants are not guaranteed a locker in their preferred location.
- Each eligible student may apply for ONE locker only.

**2. Use of Lockers**

- Students must keep their lockers securely locked at all times using a personal padlock to prevent unauthorised access.
- **Students should use high-quality steel padlocks with a closed shackle. The shackle diameter of any long lock beam padlock must not exceed 7mm.**
- Students are fully responsible for the items stored in their lockers. The storage of illegal items or items that may pose a health hazard, security risk, physical danger, or nuisance (such as perishable food, explosives, pets, chemicals or weapons) is strictly prohibited.
- Students are advised not to store money or valuables in lockers. The University is not liable for any loss or damage to property stored in lockers.
- **Students must keep their lockers clean and in good condition.** Any damage to the lockers must be reported to Student Development Services (SDS) immediately. Students will be responsible for repairs if the damage is proven have been caused by them.

**3. Unauthorised Use of Lockers**

Unauthorised occupation of lockers is strictly prohibited. SDS has the authority to open such lockers and dispose of any property found inside without prior notice.

**4. Completion/ Withdrawal/ Termination of Studies**

Students who graduate, withdraw, or have their studies terminated must vacate their lockers by their last day of studies. SDS has the authority to open such lockers and dispose of any property found inside without further notice.

**5. Clearance and Return of Lockers**

Lockers must be vacated by **30 June 2026**. After this date, SDS has the authority to cut all padlocks and dispose of any property found inside without prior notice. **The University is not responsible for any loss of property. Failure to return or empty lockers by the deadline will result in disqualification from future locker applications.**

**6. Forcible Opening of Lockers**

SDS has the authority to open any locker without prior notice in cases of unauthorised use, uncleared lockers after the usage period, graduation, termination, withdrawal, violations of locker regulations, or emergencies.

**7. Lockers are properties of the University.** Students are not allowed to make any alterations to lockers. The University reserves the right to relocate lockers.

**8. Any violation of the locker regulations may result in the termination of locker use and will be reported to the Student Discipline Committee.**

**9.** If the University incurs liability to any third party due to:

- (a) the use of lockers by users;
- (b) breach or non-observance of these regulations by users; or

(c) disposal of property found in lockers in accordance with these regulations;

The University is entitled to full indemnification from the users against such liability.