

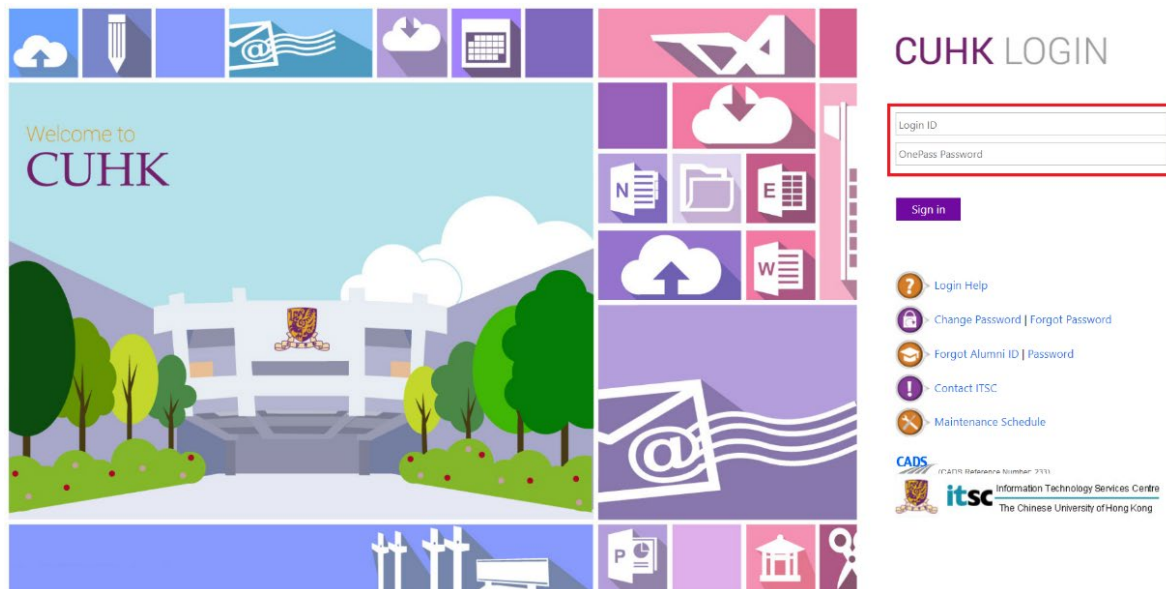
本指南分為兩部分。

[第一部分] 申請校友圖書證詳情，請按[此](#)。

[第二部分] 申請校友數碼圖書館服務 (DLSA) 詳情，請按[此](#)。

申請校友圖書證步驟

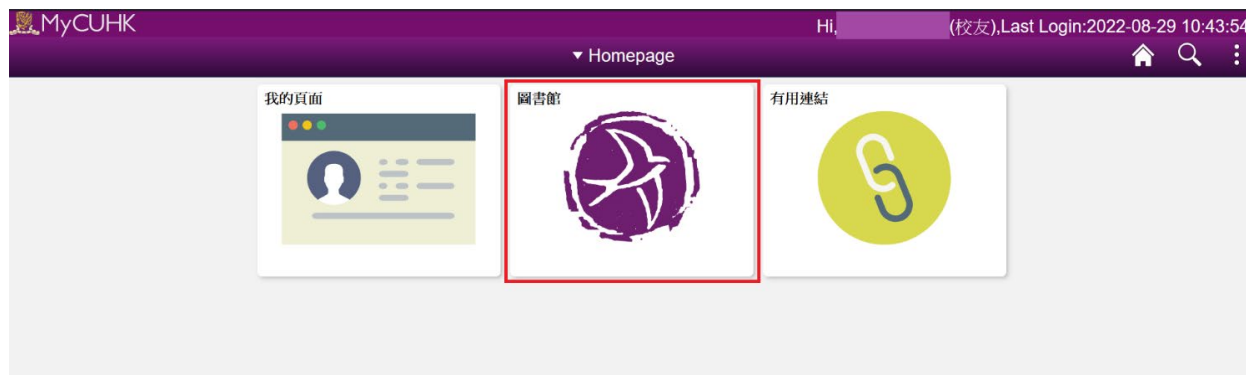
1. 請以你的校友編號及密碼，登入 [MyCUHK Portal](#)。



2. 如忘記校友編號或密碼，可於 [MyCUHK Portal](#) 頁面按「Forgot Alumni ID / Password」取回資料。



3. 登入後請按「圖書館」。





4. 點擊「申請校友圖書館服務」。

大學會分批更新畢業生的登入身份，請應屆畢業生耐心等待。在 [MyCUHK Portal](#) 上，當你的登入身份由「學生」轉為「校友」，系統便會顯示「申請校友圖書館服務」的連結。



5. 按「Apply Library Card」以申請校友圖書證。

  香港中文大學圖書館
The Chinese University of Hong Kong Library

Application for a Library Card

Your information below are required for processing your application.
Click appropriate button to proceed with the application if the information is correct.
The provision of personal data on the application is voluntary. If you do not provide sufficient information, we may not be able to process your application. For details of Personal Information Collection Statements and Policy on Personal Data of the CUHK, please refer to <http://www.cuhk.edu.hk/english/privacy.html>

Your information

Title

Surname

Other Name

Chinese Name

Email *

Contact Phone No. *

Address *

6. 填妥網上申請表後，請選擇繳費方式及提交照片以完成申請手續。

請按「Choose File」選擇照片，然後按「Upload」以上載照片。成功上載後，照片的縮圖會在旁顯示。



Application for a Library Card

A. Charges and application details

Please choose the type of Library Card you want to apply

- ☐ Borrower's Card : HK\$635 for 5 years
- ☐ Borrower's Card : HK\$210 for 1 year
- ☐ Reader's Card : HK\$160 for 5 years
- ☐ Reader's Card : HK\$55 for 1 year

To enjoy the discounted fee, please input your [CUHK Alumni Credit Card](#) number to verify your eligibility:

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- ☐ Borrower's Card : HK\$615 for 5 years (CU Alumni Gold/ Platinum Credit Card Holder)
- ☐ Borrower's Card : HK\$190 for 1 year (CU Alumni Gold/ Platinum Credit Card Holder)
- ☐ Reader's Card : HK\$140 for 5 years (CU Alumni Gold/ Platinum Credit Card Holder)
- ☐ Reader's Card : HK\$35 for 1 year (CU Alumni Gold/ Platinum Credit Card Holder)

B. Method of payment

- ☐ Online payment
- ☐ Cash/Cheque at Service Counter of University Library, CUHK
- ☐ Cheque via post

User Services (Library Card Application)
University Library
The Chinese University of Hong Kong
Shatin, New Territories
Hong Kong

C. Digital photo

Upload recent passport photo with a clear shot of your entire face.
(Maximum 4Mb in JPG or PNG format)

Drag & drop files here ...

Select file ...

D. Pickup location

University Library

E. Declaration of the applicant

I confirm that the information provided herein is true and correct.

I agree to abide by all the terms and conditions governing the issuance of the Library Card.

I shall observe and obey to all Library regulations among which is the one-ID card policy that I will not be granted Library privileges with other status(es) so long as the status granted by this Library Card application is valid.

I understand all notifications from the Library will **ONLY** be sent to me via email. I also understand all transaction fees are non-refundable, and the expiry date of the Library card granted is non-deferrable.

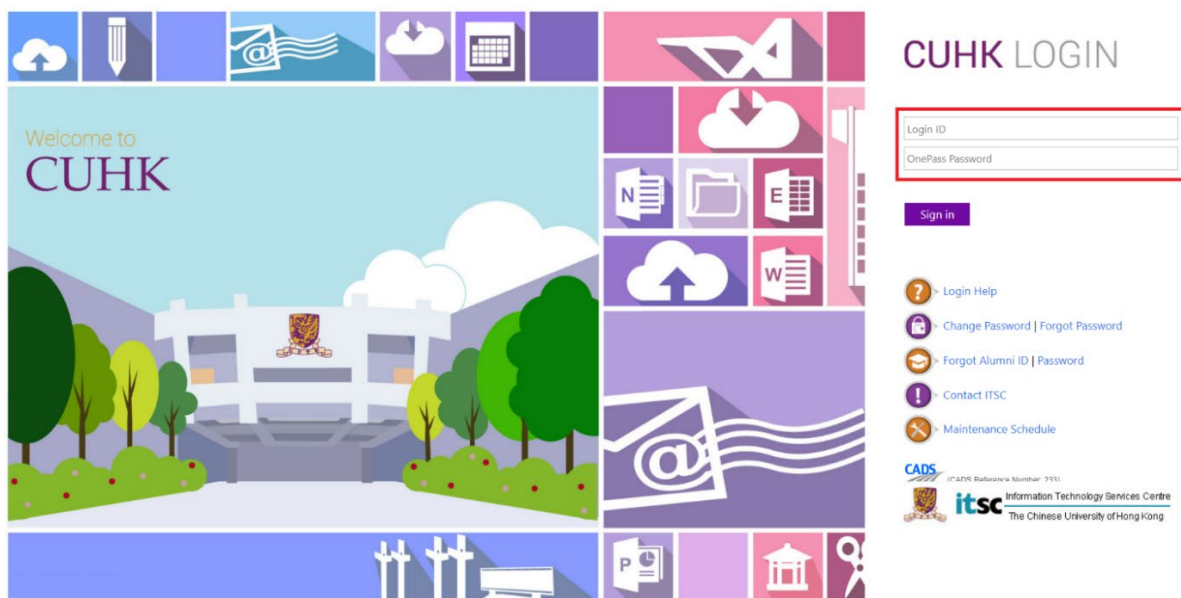
☐ I accept the aforementioned declaration.

在收到你的網上申請表、照片及申請費用後，圖書證可於五個工作天後辦妥，屆時圖書館會再發電郵通知你來領取。

如有任何查詢，歡迎致電 3943 7305 或電郵至 library@cuhk.edu.hk。

申請校友數碼圖書館服務(DLSA)步驟

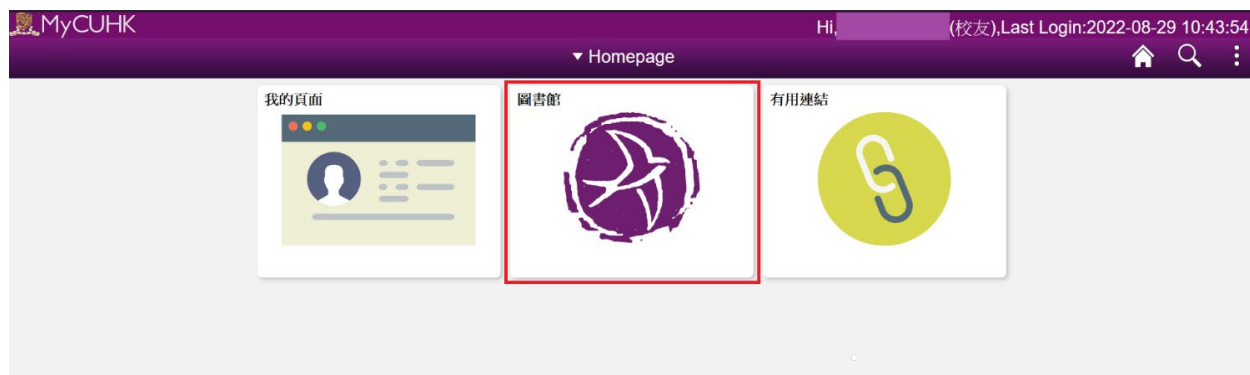
1. 讀者如需遙距取用中文大學圖書館指定的電子資源，可於申請校友圖書證後，再另行申請校友數碼圖書館服務。
2. 根據使用協議，校友數碼圖書館服務的使用者只能以[資料庫列表](#)內所提供的特別連結使用指定的電子資源。申請人請先仔細了解[資料庫列表](#)所涵蓋的電子資源是否合用。
3. 請以你的[校友編號及密碼](#)，登入 [MyCUHK Portal](#)。



4. 如忘記校友編號或密碼，可於 [MyCUHK Portal](#) 頁面按「Forgot Alumni ID / Password」取回資料。





5. 登入後請按「圖書館」。



6. 點擊「申請校友圖書館服務」。



7. 按「Apply DLSA」以申請校友數碼圖書館服務。

  香港中文大學圖書館
The Chinese University of Hong Kong Library

Application for a Library Card

Your information below are required for processing your application.
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Your information

Title

Surname

Other Name

Chinese Name

Email *

Contact Phone No. *

Address *

You currently hold a CULink/Library Card No. which expires on . Once this application is accepted, your existing Library Card will be blocked automatically for using the Library.

Yes, I agree and confirm to proceed with a new Library Card application and I understand my existing Library Card will no longer be valid.
☐ please check this box to confirm

No, I would like to keep my existing Library Card. (Please click on the "Logout" button below to quit)

8. 填妥網上表格及繳付申請費用以完成申請。



香港中文大學圖書館
The Chinese University of Hong Kong Library

Application for a Library Card

Subscription for the Digital Library Service for Alumni (DLSA)

Alumni Library Card holders may apply for the Digital Library Services for Alumni (DLSA).

DLSA subscribers will be provided with a DLSA account for access to the DLSA databases. No physical Library Card will be issued for the DLSA service.

Due to license agreement, only some databases available to current CUHK students and staff are provided in this Service and they may or may not be in full-text.

Please check the [Databases List](#) before you apply.

Please make separate payments if you apply for both Alumni Library Card and Digital Library Service.

A. Charges and application details

☐ HK\$300 for 1 year

☐ HK\$240 for 1 year (CU Alumni Gold/ Platinum Credit Card Holder)

To enjoy the discounted fee, please input your [CUHK Alumni Credit Card](#) number to verify your eligibility:

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B. Method of payment

☐ Online payment.

☐ Cheque (payable to The Chinese University of Hong Kong) in person at the Service Counter of University Library, CUHK or by post to the following address:

User Services (Library Card Application)
University Library
The Chinese University of Hong Kong
Shatin, New Territories
Hong Kong

C. Declaration of the applicant

I confirm that the information provided herein is true and correct.

I agree to abide by all the terms and conditions governing the issuance of the Library Card.

I shall observe and obey to all Library regulations among which is the one-ID card policy that I will not be granted Library privileges with other status(es) so long as the status granted by this Library Card application is valid.

I understand all notifications from the Library will **ONLY** be sent to me via email. I also understand all transaction fees are non-refundable, and the expiry date of the Library card granted is non-deferrable.

☐ I accept the aforementioned declaration.

繳費手續完成後，圖書館將會發出標題為「Digital Library Service for Alumni Activation」的電郵，通知你的申請結果。此電郵載有校友數碼圖書館服務的啟動日期(Effective Date)，請在啟動日期當日或之後，以[資料庫列表](#)內的特別連結使用指定的電子資源。

如有任何查詢，歡迎致電 3943 7305 或電郵至 library@cuhk.edu.hk。