

Visiting Arrangements During Pandemic (Group)

To complement the latest Campus Access Policy issued by HKBU, changes on procedures for registration and accessing the campus are as follows as from November 2020:

1. For applicants who have not provided the names of all visitors on the reservation form, please submit the **Visitors Names List** to us via email at least **5 working days prior to the visiting date**. If the date of receiving this Visiting Arrangement is less than 5 working days before the visiting date, please submit Visitors Names List **immediately**.
2. **A Health Declaration Form in PDF format** along with the Confirmation Notice of Application for Visit is sent to the applicants, the applications should print out and distribute the form to all visitors.
3. Visitors should complete the **Health Declaration Form** before accessing the campus **on the visiting date**, those who fail to do so will not be granted access to the campus.
4. Guardians may help juvenile visitors to complete the Health Declaration Form.
5. Visitors should arrive the security checkpoint near the **Student Residence Halls entrance** (for location please refer to the another attachment “**Transportation**”) on time and submit all completed Health Declaration Forms for accessing the campus. Staff from S Gallery will assist the groups in taking the roll call, collecting the Health Declaration Forms and will bring the groups to S Gallery.
6. The parking facilities of HKBU are not open to the public, all vehicles should leave after dropping-off passengers near the **Student Residence Halls entrance**.
7. Please do not stay in the campus after the visit.

For enquiries or changes in information, please contact us via phone (3411 7164) or email.

Thank you for your cooperation and participation!

Sustainability Gallery