

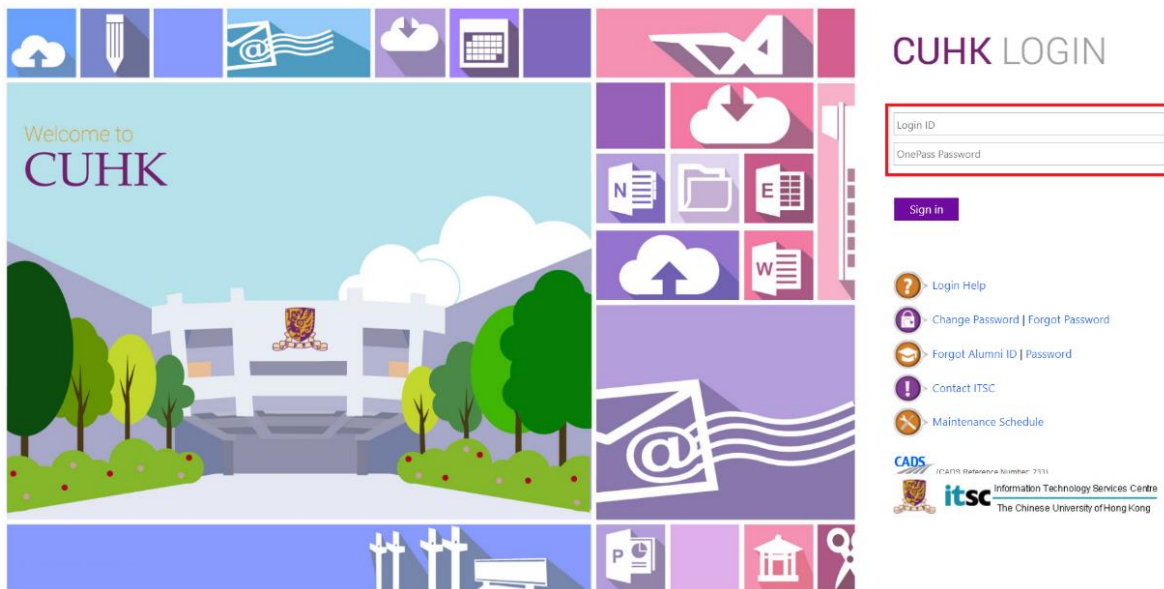
本指南分为两部分。

[第一部分] 申请校友图书证详情，请按[此](#)。

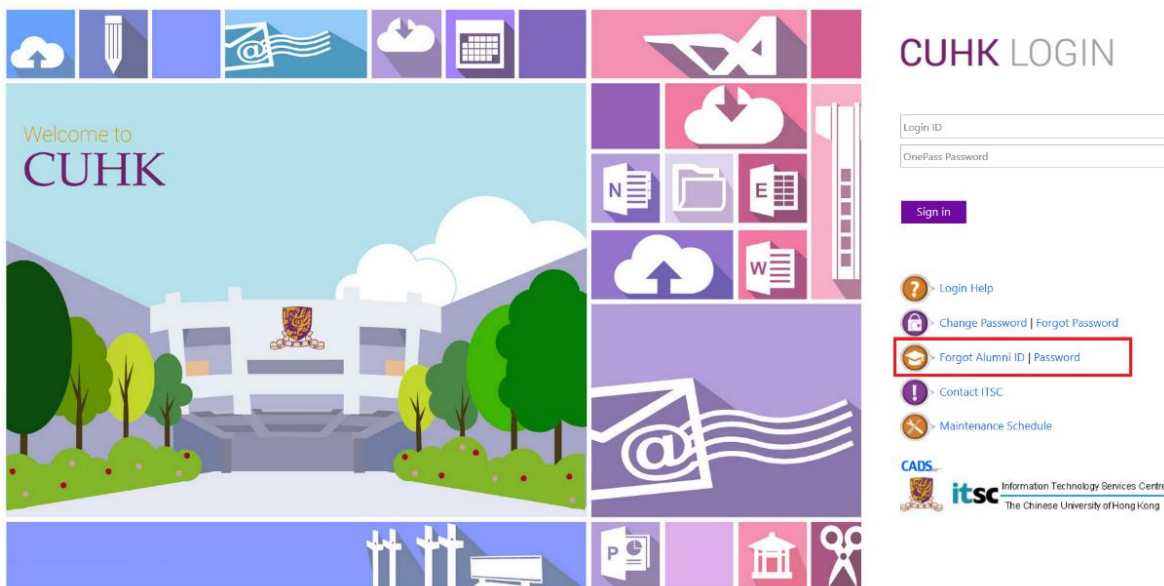
[第二部分] 申请校友数码图书馆服务 (DLSA) 详情，请按[此](#)。

申请校友图书证步骤

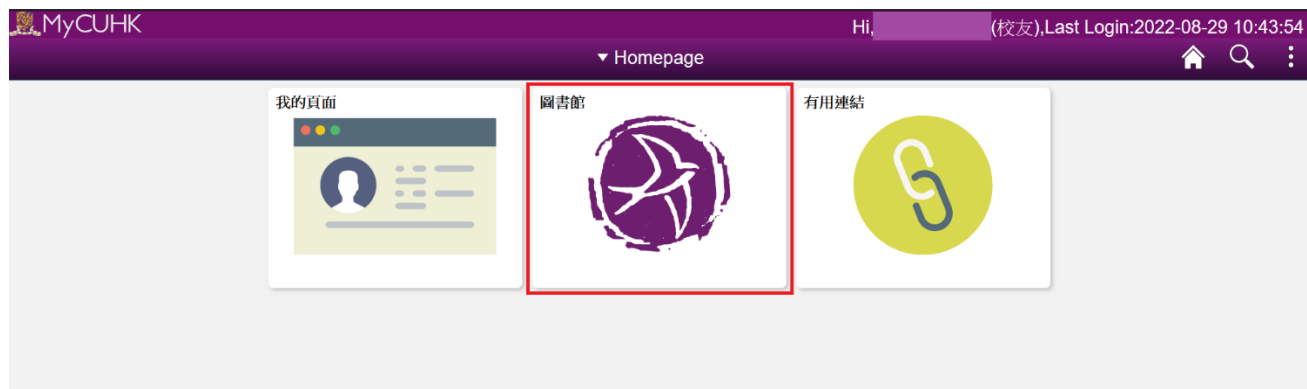
1. 请以你的[校友编号及密码](#)，登入 [MyCUHK Portal](#)。



2. 如忘记校友编号或密码，可于 [MyCUHK Portal](#) 页面按「Forgot Alumni ID / Password」取回资料。



- 登入后请按「图书馆」。



- 在「校友图书馆服务」栏中，点击「申请校友图书馆服务」。

大学会分批更新毕业生的登入身份，请应届毕业生耐心等待。在 [MyCUHK Portal](#) 上，当你的登入身份由「学生」转为「校友」，系统便会显示「申请校友图书馆服务」的连结。



- 按「Apply Library Card」以申请校友图书证。





6. 填妥网上申请表后，请选择缴费方式及提交照片以完成申请手续。

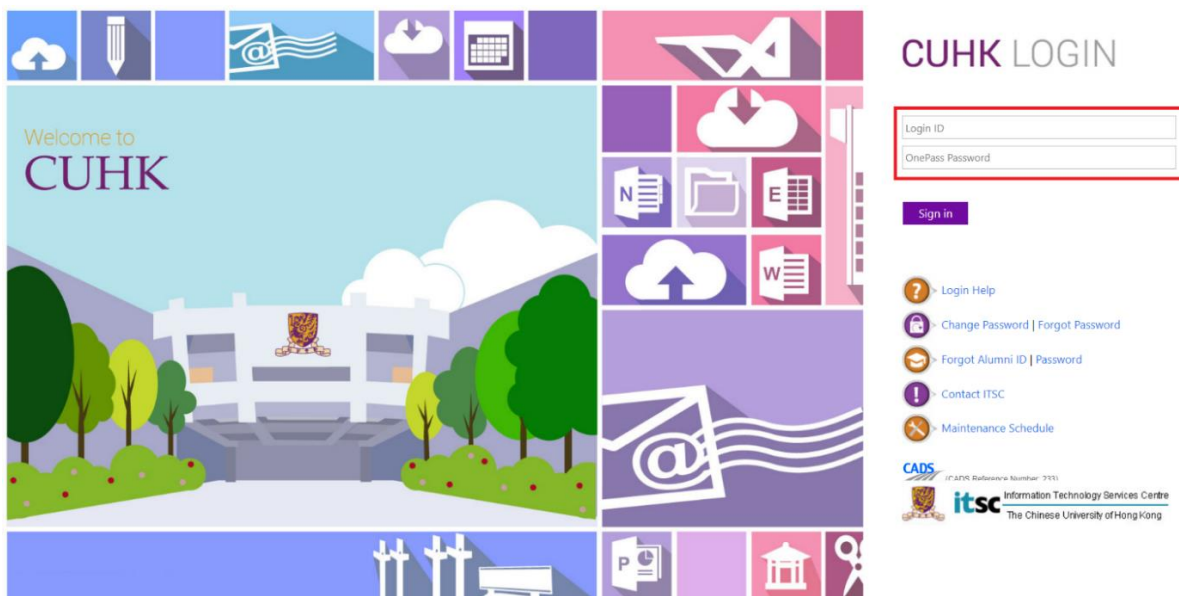
请按「Choose File」选择照片，然后按「Upload」以上载照片。成功上载后，照片的缩图会在旁显示。

在收到你的网上申请表、照片及申请费用后，图书证可于五个工作天后办妥，届时图书馆会再发电邮通知你来领取。

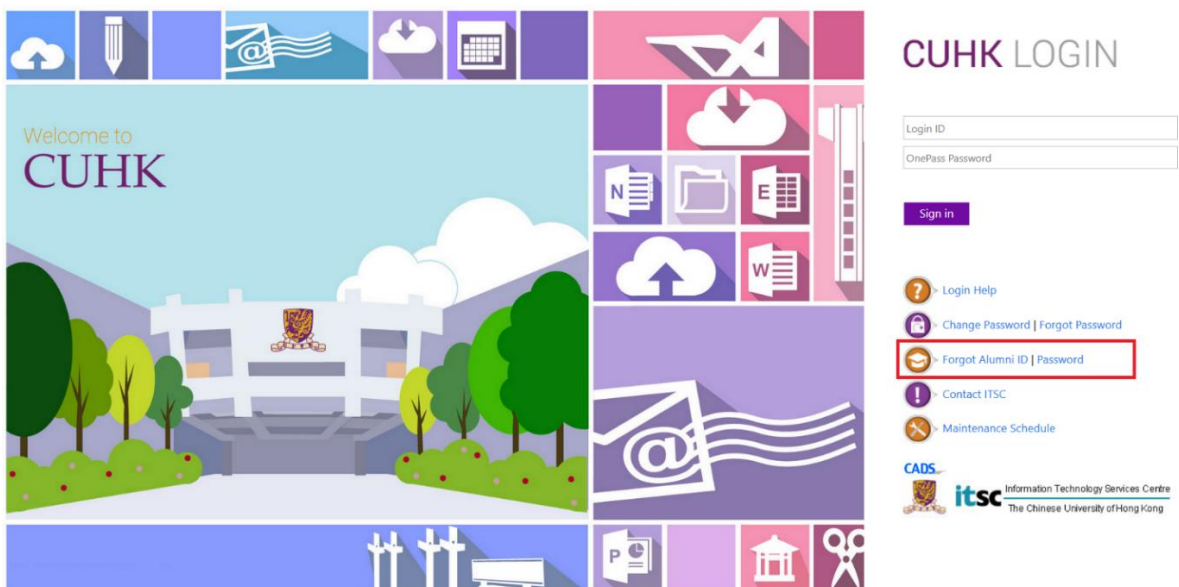
如有任何查询，欢迎致电 3943 7305 或电邮至 library@cuhk.edu.hk。

申請校友數碼圖書館服務(DLSA)步驟

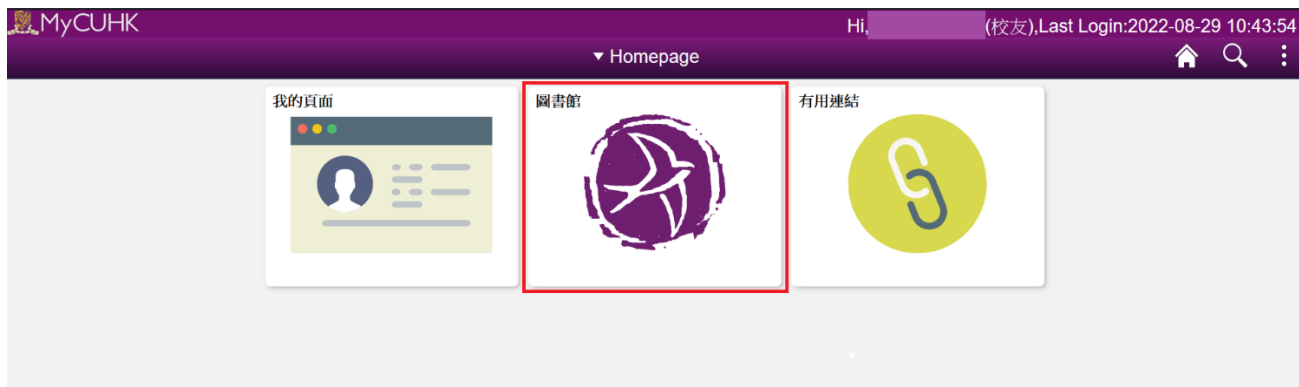
1. 讀者如需遙距取用中文大學圖書館指定的電子資源，可於申請校友圖書證後，再另行申請校友數碼圖書館服務。
2. 根據使用協議，校友數碼圖書館服務的使用者只能以[資料庫列表](#)內所提供的特別連結使用指定的電子資源。申請人請先仔細了解[資料庫列表](#)所涵蓋的電子資源是否合用。
3. 請以你的[校友編號及密碼](#)，登入 [MyCUHK Portal](#)。



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。



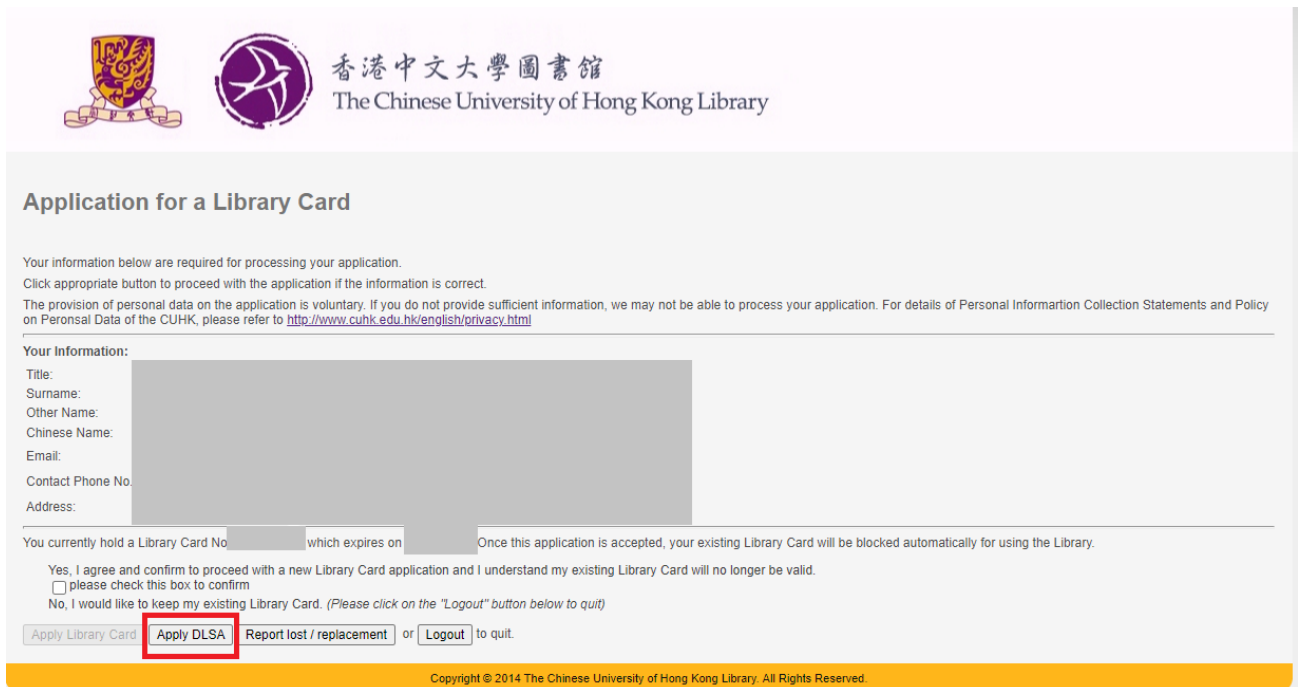
5. 登入后请按「图书馆」。



6. 在「校友图书馆服务」栏中，点击「申请校友图书馆服务」。





7. 按「Apply DLSA」以申请校友数码图书馆服务。

A screenshot of the 'Application for a Library Card' form. The top of the page features the university logos and the text '香港中文大學圖書館 The Chinese University of Hong Kong Library'. The main heading is 'Application for a Library Card'. Below the heading, there is a section for 'Your Information:' with fields for Title, Surname, Other Name, Chinese Name, Email, Contact Phone No., and Address. A note states: 'You currently hold a Library Card No. [redacted] which expires on [redacted]. Once this application is accepted, your existing Library Card will be blocked automatically for using the Library.' There are two radio button options: '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' and 'No, I would like to keep my existing Library Card. (Please click on the "Logout" button below to quit)'. At the bottom, there are four buttons: 'Apply Library Card', 'Apply DLSA' (highlighted with a red box), 'Report lost / replacement', and 'Logout'. The footer contains the copyright notice: 'Copyright © 2014 The Chinese University of Hong Kong Library. All Rights Reserved.'



8. 填妥网上表格及缴付申请费用以完成申请。

  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:
[] - [] - XXXX - []

B. Method of payment

Online payment by credit card.
 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 (Alumni Library Services)
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 am aware that massive downloading is prohibited and any violation will lead to permanent suspension of access to the Service without any refund.
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 Digital Library Service is non-deferrable.

I accept the aforementioned declaration.

or to quit.

Copyright © 2014 The Chinese University of Hong Kong Library. All Rights Reserved.

缴费手续完成后，图书馆将会发出标题为「Digital Library Service for Alumni Activation」的电邮，通知你的申请结果。此电邮载有校友数码图书馆服务的启动日期(Effective Date)，请在启动日期当日或之后，以[资料库列表](#)内的特别连结使用指定的电子资源。

如有任何查询，欢迎致电 3943 7305 或电邮至 library@cuhk.edu.hk。