

香港中文大學新亞書院教職員聯誼會
The Staff Association of New Asia College,
The Chinese University of Hong Kong

Address: New Asia College, The Chinese University of Hong Kong, Shatin, Hong Kong
Tel: 3943-8703 Fax: 2603-5418 E-mail: nasa@cuhk.edu.hk



Membership Application Form

Name: (Eng) * Miss/Ms./Mrs./Mr./Dr./Prof. _____
(Chi) _____ *小姐/女士/太太/先生/博士/教授
Department/Unit: _____
Office/Home Address *: _____
Position: _____ Staff ID No.: _____
Expiry date of the contract (if applicable): _____ Mobile phone No.: _____
Contact Number/Ext.: _____ E-mail Address: _____

Important Notes:

1. According to the constitution of the Association, all full-time teaching and administrative staff employed by the University and assigned to New Asia College may apply for full membership of the Association. All other colleagues of the University may apply for associate membership of the Association.
 2. Retire members shall settle their membership fees by sending cheques payable to "The Chinese University of Hong Kong" to the Secretary of the Association.
 3. Annual membership fee for full membership is HK\$200.00, for associate membership is HK\$360.00, and for retired membership is HK\$20.00. Only full members could apply to be retired members after retirement.
 4. Please note that expanses of food and drinks consumed at Yun Chi Hsien will be recorded by the College. Please note the following:
 - After dining at Yun Chi Hsien, please sign the bill at the counter and retain relevant receipts for future reference.
 - An additional charge of HK\$8.00/person will be applied on each non-member guest, except member's family members. Members shall indicate the number of guests (if any) on the food ordering form. If not, the College Office will deduct additional charges from members' salary in accordance with the quantity of items ordered.
 - By the end of each month, members will receive a statement from the College Office. All expenses billed by Yun Chi Hsien in the previous month will be listed out on the statement. Members shall check the statement and report to Miss. Ellie Lau (Tel. 3943-7627) if there are any discrepancies.
 - The Bursary will deduct the expanses shown on the statement from member's monthly salary. For retired member, please send a cheque to the College Office for settling the expanses.
 5. Membership fee will be deducted from member's salary in November each year. Membership fee will be calculated on a proportional basis for new members who have joined the Association for less than 12 months.
- I would like to tender the application as ***Full Member/Associate Member**, and hereby authorize the Staff Association of New Asia College to notify the Bursary to deduct ***HK\$200.00 / HK\$360.00** from my salary in November of each year for settling the annual membership fee. I would also like to authorize the Bursary to deduct the expanses billed by Yun Chi Hsien from my monthly salary.
- I would like to tender the application as **Retired Member**, and hereby enclose a cheque for **HK\$20.00** payable to "The Chinese University of Hong Kong" as annual membership fee, and will send a cheque to the Staff Association of New Asia College to settle the expanses billed by Yun Chi Hsien.

* Please delete as appropriate / Please tick the appropriate box

Signature: _____ Date: _____

Office Use Only – Application *accepted / unaccepted

Approved by: _____ Date: _____