

THE UNIVERSITY OF HONG KONG
Institute of Human Performance
Fitness Centre User Card
APPLICATION GUIDELINES



INSTITUTE
OF HUMAN
PERFORMANCE



運動及潛能發展研究所

Please read the following information before applying the IHP Fitness Centre User Card:

OPENING HOURS OF THE IHP FITNESS CENTRES

Flora Ho Sports Centre (FHSC)

Monday – Sunday & *Public Holiday 07:30 – 22:30

Stanley Ho Sports Centre (SHSC)

Monday – Friday 06:30 – 21:00
Saturday, Sunday & *Public Holiday 07:00 – 19:00

* Users please refer to the IHP website (www.hku.hk/ihp) and notice promulgated from time to time for the exact opening hours on specific public holidays.

1. Eligibility (Who can apply for IHP Fitness Centre User Cards?)

Individuals who are 12 years old or above falling under the following categories and with valid IHP Sports Membership are eligible to apply for the IHP Fitness Centre User Card:

- a. All HKU Students, and HKU Alumni and their dependants
- b. All HKU Staff and their dependants
- c. All other IHP Sports Members (not including Associate Members)

2. Application Procedure

- a. Those eligible to apply for a Fitness Centre User Card (see Point 1 above) are required to fill out the “Fitness Centre User Card Application Form” and a “PAR-Q Form” to apply. All forms can be obtained from the Fitness Centre or Reception Counters in Flora Ho Sports Centre (FHSC) and Stanley Ho Sports Centre (SHSC), or downloaded from the IHP website.
- b. Individuals who have previous experience in using gym facilities should fill out Part A of Section II of the Fitness Centre User Card Application Form, and provide the related supporting documents accordingly.
- c. Applicants with no experience in using gym facilities should sign up online for an introductory session (Fitness Room Accreditation Program) with our trainers. The session is a brief introduction on how to use the equipment safely and effectively. *Enrollment can be made through the IHP website or, enroll in-person in the Reception Counter in FHSC.* Applicants between the ages of 12 to 16 wishing to attend should be supervised by their parent/s or guardian/s. You should bring along the form to attend the session and the trainer will sign on the form after you have completed the session. Those applicants who are absent from the course will be subject to a “No-show” penalty of HK\$ 100.
- d. Applicants who are not able to prove their experience in using gym facilities and do not want to take any introductory course must fill out all the forms including the “Assumption of Risk Agreement” to indicate that you acknowledge the rules and regulations of the fitness gyms and accept the inherent risks associated with exercising in a gym facility.
- e. After all the required forms are duly completed and signed, applicants should return them together with a 1”x1” passport photo and other supporting documents as necessary (Please see Section II of the Fitness Centre User Card Application Form) to IHP in person or by post.

Drop-off points: Reception Counter, Flora Ho Sports Centre, 111-113 Pokfulam Road, HK
(submit in person) Reception Counter, Stanley Ho Sports Centre, 10 Sha Wan Drive, Sandy Bay, HK

By Mail: G-03, Henry Fok Health & Fitness Complex, Stanley Ho Sports Centre, 10 Sha Wan Drive, Sandy Bay, HK

- f. All applicants will receive an e-mail confirmation within three working days after the IHP has received the application. Prior to the collection of the User Card, applicants can print out a copy of the email and produce it together with the Membership Card / Student Card as a temporary permit for accessing the fitness facilities. The temporary permit will have an expiry period of three weeks. In order to ensure there is no delay in process the application, applicants please fill in all the required information clearly on the application form.
- g. Normally, User Cards will be ready for collection within **5 working days** after issuance of e-mail confirmation. Users may wish to call 2817-4046 (FHSC) or 2819-5450 (SHSC) to check the availability of the User Card before he/she comes to collect it.

3. Cost of Initial Card, Loss and Replacement

- a. HK\$ 50 will be charged for lost card replacement. Fine is non-refundable in any conditions.
- b. Loss of User Card must be reported to IHP as soon as possible.

4. Misuse and Abuse

- a. User Card is non-transferable. Any transfer of User Card to another party will be subject to immediate suspension or termination of the rights to use the IHP Fitness Centres.
- b. The Institute of Human Performance reserves the right to verify user’s identity and deny access to those who fail to present their membership cards and/or Fitness Centre User Cards.
- c. Users should take reasonable care of not causing any damage or defacement to the User Card.

Application received on	_____
By _____ in FHSC / STSC / Mail	
Card number assigned	_____
Handled by (IHP staff)	_____

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FITNESS CENTRE USER CARD APPLICATION FORM

[Please complete this form in BLOCK LETTERS and tick the boxes as appropriate.]

NEW APPLICATION

(Please complete Sections I-III and the required supplementary forms)

CARD REPLACEMENT

(Please fill out Section I & III)

I would like to collect my card at:

Reception Counter, Flora Ho Sports Centre

Reception Counter, Stanley Ho Sports Centre

Section I. Personal Information

Title: Prof. Dr. Mr. Mrs. Miss Ms.

Surname: _____ Given Name: _____
(Names should be same as those shown on your IHP Sports Membership Card)

Chinese Name (if any): _____ Sex: Male Female

Date of Birth: _____ *Age: _____ (please note * below)
(DD/MM/YY)

Category: Student Staff Member Student/Staff/Membership Card No.: _____

Day Time Contact No.: _____ E-mail Address: _____

Emergency Contact: _____ (Name) _____ (Contact No.)

Please tick this box if you are HKU Sports Team Member: Sport: _____

**Male applicants aged 45 or above and female applicants aged 55 or above are strongly advised to consult a physician before starting exercise program in gym facility.*

Section II. Experience in Gym Training

Part A	Part B
<input type="checkbox"/> Yes, I have experience in using gym facilities	<input type="checkbox"/> No, I have never used gym facilities before
<input type="checkbox"/> I have fitness related certification / qualification (Please attach a copy of the certification / qualification) <input type="checkbox"/> I am an eligible user in other gym facilities (Please attach a copy of the valid user card) <input type="checkbox"/> I have knowledge in gym training but I don't have any documentation to prove it (Please attach a duly completed "Assumption of Risk Agreement")	<input type="checkbox"/> I would like to take the Fitness Room Accreditation Program (FRAP) (Please register online in the IHP Website) <hr/> OFFICE USE: Trainer's Signature & Date: _____ <hr/> Trainer's Name (Block Letter): _____ <hr/> <input type="checkbox"/> I don't want to take any introductory course (Please attach a duly completed "Assumption of Risk Agreement")

Section III. Liability Wavier

I hereby affirm that I am in good physical condition to exercise. My participation is purely voluntary and in no way mandated by The University of Hong Kong.

Also, I understand that I can stop training anytime if I have any discomfort or even without any particular reason. In no event shall The University of Hong Kong, its officers, employees, or agents be held liable for any injury, death, or property loss which I may suffer during the activities if caused by either my own negligence, inadequacies in health and fitness or by accident.

Name of Applicant: _____ Signature: _____

Parent/Guardian's signature
(for participants under 18 years old) _____ Witness' signature _____

Date: _____

Section IV. Additional Information

Before submitting the application, please check if you have attached all the necessary information:

- Document as required in Section II (a copy of certification/user card/Assumption of Risk Agreement/ Others_____)
- One 1" x 1" passport photo (The photo should be taken within the last 6 months)

Would you like to receive updated news from the IHP by e-mail (e.g. change in opening hours, new programs, seminars, etc)?

- Yes No

(Please Turn Over)

THE UNIVERSITY OF HONG KONG
Institute of Human Performance
PAR-Q & YOU

(For People Aged 15 to 69)



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Regular physical activity is fun and healthy, and increasingly more people are starting to become more active every day. Being more active is very safe for most people. However, some people should check with their doctor before they start becoming much more physically active.

If you are planning to become much more physically active than you are now, start by answering the seven questions in the box below. If you are between the ages of 12 and 69, the PAR-Q will tell you if you should check with your doctor before you start. If you are over 69 years of age, and you are not used to being very active, check with your doctor.

Common sense is your best guide when you answer these questions. Please read the questions carefully and answer each one honestly: check YES or NO.

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	1. Has your doctor ever said that you have a heart condition <u>and</u> that you should only do physical activity recommended by a doctor?
<input type="checkbox"/>	<input type="checkbox"/>	2. Do you feel pain in your chest when you do physical activity?
<input type="checkbox"/>	<input type="checkbox"/>	3. In the past month, have you had chest pain when you were not doing physical activity?
<input type="checkbox"/>	<input type="checkbox"/>	4. Do you lose your balance because of dizziness or do you ever lose consciousness?
<input type="checkbox"/>	<input type="checkbox"/>	5. Do you have a bone or joint problem (for example, back, knee or hip) that could be made worse by a change in your physical activity?
<input type="checkbox"/>	<input type="checkbox"/>	6. Is your doctor currently prescribing drugs (for example, water pills) for your blood pressure or heart condition?
<input type="checkbox"/>	<input type="checkbox"/>	7. Do you know of <u>any other reason</u> why you should not do physical activity?

“YES” to one or more questions

If you answered

Talk with your doctor by phone or in person BEFORE you start becoming much more physically active or BEFORE you have a fitness appraisal. Tell your doctor about the PAR-Q and which questions you answered YES

- You may be able to do any activity you want – as long as you start slowly and build up gradually. Or, you may need to restrict your activities to those which are safe to you. Talk with your doctor about the kinds of activities you wish to participate in and follow his/her advice.
- Find out which community programs are safe and helpful for you.

“NO” to all questions

If you answered NO honestly to all PAR-Q questions, you can be reasonably sure that you can:

- start becoming much more physically active – begin slowly and build up gradually. This is the safest and easiest way to go.
- take part in a fitness appraisal – this is an excellent way to determine your basic fitness so that you can plan the best way for you to live actively. It is also highly recommended that you have your blood pressure evaluated. If your reading is over 144/94, talk with your doctor before you start becoming much more physically active.



DELAY BECOMING MUCH MORE ACTIVE:

- If you are not feeling well because of a temporary illness such as a cold or a fever – wait until you feel better; or
- if you are or may be pregnant – talk to your doctor before you start becoming more active.

PLEASE NOTE: If your health changes so that you then answer YES to any of the above questions, tell your fitness or health professional.

Ask whether you should change your physical activity plan.

Informed Use of the PAR-Q: Neither the Canadian Society for Exercise Physiology, Health Canada, and their agents assume any liability for persons who undertake physical activity, and if in doubt after completing this questionnaire, consult your doctor prior to physical activity.

No changes permitted. You are encouraged to photocopy the PAR-Q but only if you use the entire form.

NOTE: If the PAR-Q is being given to a person before he or she participates in a physical activity program or a fitness appraisal, this section may be used for legal or administrative purpose.

“I have read, understood and completed this questionnaire. Any questions I had were answered to my full satisfaction.”

NAME _____ SIGNATURE _____ DATE _____

SIGNATURE OF PARENT OR GUARDIAN _____ WITNESS _____
(for participants under 18 years old)

The original PAR-Q was developed by the British Columbia Ministry of Health.

It has been revised by an Expert Advisory Committee of the Canadian Society for Exercise Physiology chaired by Dr. N. Gledhill (2002).