

Subject to the availability of lockers, all students of full-time programmes may apply for a locker on a first-come-first-served basis. Each successful applicant will be allocated a locker for storing personal belongings throughout his/her years of study in the sub-degree/degree programme* after paying a one-off non-refundable locker maintenance fee of HK\$100. Request for re-allocation of the locker will not be entertained.

****Students are required to apply for a new locker if they are re-enrolled in a full-time PolyU-HKCC or PolyU-SPEED award programme with a new student number.***

Application Procedures:

- 1. Read the [“Notes to Students”](#) carefully before submitting of application***
- 2. Click [HERE](#) to complete and submit the e-application form***
- 3. Applicants will receive the application results via their student email accounts within 7 working days after submitting the application.***
- 4. Successful applicants will be requested to settle the non-refundable locker maintenance fee of HK\$100 by using the Octopus Card at the [iPay Kiosk](#) as instructed.***
- 5. After completion of payment, successful applicants will receive the information regarding the assigned locker via email within 7 working days.***

Application Period: 7 September 2026 - 4 December 2026

Note:

- All personal information collected will only be used by the CPCE Student Affairs Office for the purpose of processing student locker applications.
- CSAO reserves the right to reallocate student lockers for current users for any reason, including but not limited to maintenance, repairs, or safety concerns. Prior notice will be given to affected users whenever possible.