












Online Reservation Process for Sports Venues (Tennis, Badminton) at National Tsing Hua University

Steps (Must be completed by registered members)

-  1 Log in to the Campus Information System (Other Systems - Sports Venue Ticketing System) or to the Physical Education Office (Sports Facilities - Rental System).
-  2 Log in to the ticketing and venue rental system.
-  3 Click on "Personal Venue Rental Application" - "Apply for Rental"
-  4 Click on "Apply for Campus and Venue".
-  5 Click on "Time and Venue" (Submit Application)
-  6 Click on "Application Status," then select "View" (the page will display "Payment in Progress")
-  7 At the ticket vending machine, select "Order Number"  enter the registered phone number (confirm the amount and proceed with payment).
-  8 After completing the payment at the ticket vending machine, a paper QR code will be generated



- Students and faculty/staff members should log in using their respective student or faculty/staff accounts and passwords (no registration required).
- Family members of faculty/staff should first select "General Public" to register, choosing "Faculty/Staff Family Member" as their identity and follow the registration steps.
- Alumni and general public must register through the system to apply for an account and password.
- During the open hours, members can enter using their membership QR code, and use QR code scanning for online reservation and entry for badminton and tennis courts.
- Both tennis and badminton courts (Alumni Hall) charge fees by court/hour.
 - ✗ Badminton court fees are based on the applicant's identity (all players must belong to the same identity category for the same session).
 - ✗ The tennis court booking fee will be charged based on the highest fee among the users for that booking.
- The entrance QR code for tennis and badminton courts grants entry times according to the number of people registered. The applicant may share the QR code with other users. After the allowed number of entries is reached, the QR code will automatically become invalid and entry will be denied. °
- If any user of the tennis/ badminton courts (Alumni Hall) is found to have provided false identity information, points will be deducted as punishment. After two infractions, the user will be suspended for one year and prohibited from booking tennis and badminton courts.

