

Alumni Card – Rules and Regulations

1. Eligibility

1.1 When applying for Alumni card, proof of status will be required. You have to prove that you 've completed degree programs at the time you apply for alumni card. An alumni card will only be granted when appropriate proof of status is presented.

1.2 RMIT Vietnam's alumni are also subject to Regulations for Conduct and Rules for the use of the University Sports Facilities and University Library found in the University Calendar.

2. Use of Alumni card

2.1 All alumni must present their Alumni card to gain access to the RMIT University facilities such as REC and library. Failure to present your Alumni card upon arrival may result in a refusal of access to the facilities.

2.2 Alumni card does not always guarantee instant usage to facilities

2.3 There is no expiration date for alumni card no matter when you graduated.

2.4. You can request to reprint your alumni card in case of loss or breakage with no fee charge. However, you cannot do so within the first year of your first card request.

2.5 Alumni card is non-transferable: should another individual use your card to attempt to gain access to the facility, RMIT University reserves the right to terminate your Alumni card

3. Use of RMIT Vietnam's Facilities

3.1 All Alumni are entitled to use the facilities which are accessible by Alumni during opening hours. RMIT Vietnam does, however, reserve the right to close the facility for any period of time when required for tournaments, exhibitions or other activities, or in connection with any repair, alteration or other maintenance work. Advance notice of any closure periods will be given wherever possible.

3.2 Alumni must get permission from Communications department (communications@rmit.edu.vn) and Alumni Relations (alumni@rmit.edu.vn) if they wish to perform filming and photography activities at any of RMIT Vietnam's on-campus locations.

3.3 RMIT Vietnam only grants alumni access to the facilities. All alumni who wish to join in any sport classes must follow the classes' regulations.

3.4 RMIT Vietnam reserves the right to refuse entry and use of the facility should an individual behaviour or appearance be deemed inappropriate.

3.5 Children under the age of 13 are not permitted to enter the indoor facilities unless they are to be supervised by a responsible person whilst taking part in any on-campus activities

3.6 Lost or stolen property should be reported to reception as soon as possible where the matter will be dealt with in the appropriate manner.

3.7 Notices and signs displayed around RMIT Vietnam facilities (indoor and outdoor) must be obeyed at all times. Notice boards will be updated with important information and should be regularly checked by all Alumni.

3.8 All accidents that occur on RMIT Vietnam facilities must be reported to the Security immediately by contacting reception.

3.9 RMIT Vietnam's liability for loss or damage to your property is strictly limited to any loss or damage suffered as a result of our negligence or our failure to take reasonable care. With this exception we will not accept liability for the safety of your personal property brought onto the premises. Any property stored in the lockers is stored at the individual risk and no liability will be accepted by the RMIT Vietnam. Any vehicles parked in RMIT Vietnam parking areas, including all contents, are the owner's responsibility and no liability will be accepted by the RMIT Vietnam.

4. Use of off-campus benefits

4.1 Alumni card must be presented when alumni purchase at our participating merchants' venues, distributors, retails and other business sites, to receive privileges for RMIT alumni agreed between RMIT Vietnam and participating merchants

4.2 Participating merchants' staff are allowed to ask for your identification whenever necessary to avoid fraudulent use of Alumni cards

4.3 Alumni must make sure that they fully understand the discount/privileges they are offered by each merchant, and the terms and conditions associated with the discount/privilege

5. REC guideline for Alumni:

5.1 The REC membership fee for Alumni is based on a semester-by-semester basis following the current RMIT academic calendar:

- Entire semester (Week 1 – Week 17): VND 900,000
- Half of the semester (Week 1 – Week 9 or Week 9-Week 17): VND 450,000

5.2 REC payment: Payment for REC membership can be made:

- Either by cash at the cashier counter located on L1, Academic Building 2 during regular business hours: Mondays to Fridays, 9am – 5pm.
- Or bank transfer with details below:
Account name: Công ty TNHH Đại Học RMIT Việt Nam
Account number: 007.100.1157211
Address: Vietcombank, VBB Building, 5 Cong Truong Me Linh, Ben Nghe ward, D1.
Description: Payment for REC membership in semester ... / yyyy-Alumni's full name

5.3 Eligible alumni can access REC facilities and services without the access to the International SOS clinic located in the REC building. Alumni can participate in student clubs and sports & fitness program with extra fees may apply.

5.4 REC operational hours:

- Mondays to Saturdays: 6.00 – 21.00
- Sundays: 9.00 – 18.00
- University / public holidays: closed

5.5 REC contact details:

- Phone: +84 28 37761383
- Email: sports@rmit.edu.vn
- Facebook page: <https://www.facebook.com/RECRMITS/GS/>

5.6 Utilization process:

- Alumni are required to activate the REC membership upon the first access by submitting the payment receipt to REC Customer Service staff on duty along with his/her RMIT alumni card. *Note: the receipt can be a hard copy obtained at the cashier counter or a screenshot of relevant internet banking transaction from mobile device.
- A specific bar code is delivered and adhered on the back of the Alumni card. This bar code should be presented to REC Customer Service staff on duty upon signing in to access the facilities.
- In the event that a registered alumnus forgets his/her RMIT alumni card, a government ID card (i.e. Chứng Minh Nhân Dân or Thẻ Căn Cước Công Dân) or driving license should be presented.

6. Data Protection

The details you provide us with will be stored on our Alumni database and will be used solely by us to administer your Alumni card. We may contact you from time to time with relevant information or offers.

RMIT Vietnam – Alumni Relations Tel: +84 8 3776 2215 (SGS), +84 4 3726 6075 (Hanoi) Email: alumni@rmit.edu.vn