

Alumni Lounge Access Policy

This **Alumni Lounge**, located on the central quad at the heart of campus, is a welcoming space for NYU Shanghai alumni and graduates from all NYU schools to connect and engage with the wider university community. It hosts a variety of events that foster friendships and strengthen connections among alumni, students, and the University. This policy outlines guidelines for respectful use to help ensure the Lounge remains a safe and inclusive environment for everyone.

Opening Hours:

- The lounge is open Monday to Friday, 9:00 AM to 5:00 PM (excluding public holidays and university closures).
- Hours may be adjusted during university events or maintenance periods.

General Conduct:

- The Alumni Lounge is a shared space; please be courteous and respectful to other guests.
- Loud conversations, disruptive behavior, or use of offensive language are not permitted.

Use of Facilities:

- Furniture must not be rearranged or removed.
- Facilities including Wi-Fi, power outlets, and reading materials are provided for quiet enjoyment and professional use.
- Sleeping or using the lounge as a workspace for extended periods is discouraged.
- Any damage to property must be reported immediately; users may be held liable for repair or replacement costs.

Events & Reservations:

- The lounge may occasionally host alumni or university events. Details about upcoming events will be posted on the notice Pad in advance.

The Alumni Office reserves the right to amend this policy at any time. For inquiries, email: shanghai.alumni-shanghai@nyu.edu

Schedule Your Visit:

Alumni should use <https://visitors.shanghai.nyu.edu/alumni/registration> to make an appointment at least 3 business days in advance. Approved appointment will be notified via email no later than 1 business day prior to the visit.

Alumni should enter and exit the campus through the main entrance on 567 West Yangsi Road and present their approved visitor's QR code, along with Chinese National ID, Passport or Driver's License to access the library. Please inform the campus receptionist that you are visiting the Alumni Lounge as an alumnus/a.

Given the size of our space, we can accommodate a maximum of 10 alumni each day. Access is on a first come first served basis.