

User's Guidelines

Fax the completed booking form to AVSU at least three working days in advance.

The recording studio is operate as first-come-first-served basis during term periods

Service hours Mondays – Fridays (except University holidays)

09:15-12:30

14:30-16:30

Teachers can book the studio for producing language teaching materials on their own fee of charge

For security reason, the studio is only accessible within the first 15 minutes of the reserved time. Users who fail to show up at the specified time without prior notice will have the booking cancelled.