

# Library Alumni Membership Application

## Identification requirements

- \* Alumni card. You can obtain an Alumni card by registering your details with the Alumni Office – please complete the online form located here : <http://www.canberra.edu.au/alumni/forms/register-or-update-your-details>
- \* Photo ID
- \* Proof of your current address. (If you change your address please inform us so that we can amend our records.)

## What you can borrow and what services are available to you as an Alumni Library Member

- \* You may borrow a maximum of 10 items from the general collection.
- \* You may renew items if there are no reservations on them.
- \* You may place reservations on any general items that are out on loan.
- \* You may use our Interlibrary Loans/Document Delivery services – charges apply.
- \* You may ask for Research Desk assistance at the discretion of staff.
- \* You may not borrow items that are identified as 7 day or 3 hour loan.
- \* You are not able to access e-resources due to educational licence agreements

**Privacy statement.** This information is used to create a borrower record for the Library and facilitate contact with the borrower. The information is not used for other purposes or transmitted to other parties not involved in this service. The form may be archived by the Library and may be subject to external audit.

Family name

Other names

Title  Date of birth    (day) (month) (year)

Home address

Postal address

Postcode  Home telephone  Work telephone

Mobile phone  Email (print email address clearly)

Alumni Number:

{Patron Type: External }

{Patron Code: 2}

Expiry date: 31/12/yy  
(10 years from this year).

Obtain a borrower number from the folder.

## (Please read this statement and sign below)

In making this application for permission to borrow from the University of Canberra Library and use University of Canberra Library facilities, I agree to observe the provisions of the University Facilities Statute 1992 and the University Facilities (Library and Information Services) Rules 2007.

**I will inform the Library of any change of address.**

Further information about the University Facilities (Library and Information Services) Rules 2007:

<http://www.canberra.edu.au/library/library-home/about-uc-library>

Further information about the Schedule of Library Fines and Replacement Charges:

<http://www.canberra.edu.au/library/services/borrowing/library-fines>

Signed

Date

## Library staff to complete

ID (eg. driver's licence) checked :

New Borrower Number:

Record created by (please print your name):

Date: / /

Record checked by (please print your name):

Date: / /