



MEMBERSHIP: STUDENTS

AND STUDENTS AND LECTURERS FROM OTHER UNIVERSITIES (WITH LETTER OF INTRODUCTION)

Title (Prof/Rev/Dr/Mr/Mrs/Miss) Student number

Surname and initials

National ID-number/passport

1. Postal address (or hostel name and room number)
..... Postal code

Telephone: (h) (w) (cell)

2. Personal references (name and address of a relative not staying at above address)
..... Postal code

Telephone: (h) (w) (cell)

3. Personal e-mail address.....

4. Course and study year Faculty.....

5. When do you complete your studies?.....

COPYRIGHT

I am aware of the regulations pertaining to the Copyright Act, No 98 of 1978 (as well as amendments) and undertake to abide by them. I authorize the Department of Library Services to certify inter lending applications on my behalf.

I hereby confirm that I am aware of the conditions stipulated by the Department of Library Services and agree to abide by the conditions laid down, governing the:

- Inter lending of books
- Internet usage only for academic purpose
- Suspension of academic and administrative services

SIGNATURE DATE

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CONDITIONS FOR LOAN OF BOOKS

Proof of registration at the University is needed for registration as a library user.

1-3 year: 6 books for 14 days

4-6 years and honores: 10 books for 21 days

M & D: 15 books for 30 days

Renewals: Six renewals allowed.

Telephone: 012 420-2804; e-mail: <http://www.ais.up.ac.za/askalibrarian> ; fax 012 362-5100

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It is the prerogative of the Department of Library Services to request a user to return a book if the book is required by the Reserved Section. If a borrower has had a book on loan for 14 days and the book is reserved by another user, the borrower may be requested to return the book.

Overdue books

- Fines of 50c per day per book is payable on overdue books.
- If the book has not been returned within three weeks from the expiry date, no further loans will be permitted.
- If a book has not been returned within 31 days after the expiry date, the borrower has to prove that the book is still in his possession.
- If a book is lost, the borrower will be held responsible for the replacement fee and administrative fee of the book.

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Depending on the nature and extent of damage to a book, the borrower will be held responsible for the replacement or repair costs.