

Guest Application Form

*Duration of Library Membership is based on the academic year running from September to August
Applicants must reapply each academic year.*

Please complete all fields in block capitals.

PERSONAL DETAILS*

SURNAME	STUDENT ID NUMBER (ALUMNI)
FIRST NAMES	LAST YEAR OF COURSE (ALUMNI)
	DATE OF BIRTH / /
ADDRESS	NATIONALITY
	COUNTRY OF BIRTH
	HOME TEL. MOBILE
	MALE <input type="checkbox"/> FEMALE <input type="checkbox"/> OTHER <input type="checkbox"/>
	PPS NUMBER

Email Address:

***Proof of Identity is required; please attach a copy of your Passport, Drivers Licence or Birth Certificate.
Application will not be processed without I.D.**

ACADEMIC DETAILS

Please note we do not offer guest access to undergraduates from other universities or colleges

Programme	
College (Proof of Registration Details from College Required)	
Programme Completion Date	
Grounds for request	

Signature of Applicant*: _____ **Date:** _____

*(I have read the guidelines relating to the conditions governing annual membership, and I agree to abide by these conditions)

NB Please include your e-mail address

GDPR Notice: this document will be held securely on file in the Library for up to 6 months after your membership has expired and will then be deleted. This data will be used for the sole purpose of processing library membership and for contacting you regarding library access. Data from this form may be retained on the University's library computer system.

External Borrower Library Membership Application Form

Please select the membership type you would like to apply for:

Borrower Type (Standard)	Select	Annual Fee	Borrowing Rights
External Guest	<input type="checkbox"/>	€ 30	2 books for 1 week
Alumni	<input type="checkbox"/>	€20	2 books for 1 week
	<input type="checkbox"/>	€10 (Unwaged)	
Corporate (up to 3 named members)	<input type="checkbox"/>	€ 130	2 books for 1 week
Retired Staff	<input type="checkbox"/>	No Fee	2 books for 1 week
Affiliated Guest User	<input type="checkbox"/>	No Fee	2 books for 1 week

Fee must be paid before application is processed

Fees paid:	None <input type="checkbox"/>	€10 <input type="checkbox"/>	€20 <input type="checkbox"/>	€30 <input type="checkbox"/>	€130 <input type="checkbox"/>
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Date fees paid: _____

Library membership approved by Librarian/Deputy Librarian.	Signature: _____	Date: _____
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For Office use only

<i>Former member with t-number</i>		<i>New external borrower</i>	
Fee paid Amount:	Date/initials	Fee paid Amount:	Date/initials
Amend Banner	Date/initials	Added to Banner	Date/initials
Print Card	Date/initials	Applicant has uploaded photo	Date/initials
Notify borrower	Date/initials	Print Card	Date/initials
Card competed	Date/initials	Notify borrower	Date/initials
		Card competed	Date/initials