



Bihar Sports University, Rajgir

(A State University under Govt. of Bihar)

LIBRARY MEMBERSHIP FORM

Photo

To
Librarian, BSUR

Faculty/Officers/staff
Student/Trainee

Sir

I wish to enroll as a member of the BSUR Library and I shall abide by the rules and regulation of the Library.

1. Name (in block letter) :
2. Designation/Course :
3. Date of Joining/Admission :
4. Date of Birth :
5. Department/Course/Section :
6. Permanent Address : Vill/TownP.O :-
P.S :-Dist :-
State :-....., PIN Code -
7. Present Address :
8. E-mail ID :
9. Contact No. :
10. Whatsapp No. :
11. Recommended by Director/H.O.D/ In-charge:

I hereby declare that the information given above is true and correct to the best of my knowledge.

Date

Signature of the Applicant

(for office use only)

User Account No.....

Created on.....

Remarks.....

Librarian

Nodal Officer Library

BSUR LIBRARY RULES

1. Membership:

The following categories of person shall become member of the BSUR Library by default:

- a) All faculty members of BSUR.
- b) All regular Officers and Staff of BSUR.
- c) All regular Students.

Provided that a person other than the above categories may be allowed to become a member of the library as a special case on a request in writing from the person concerned. The decision of the Officer-in-charge of the Library in this regard shall be final.

2. Rules of Lending Books:

- a) The privilege of borrowing books from the library is restricted to the registered member only.
- b) Each member will have a BSUR library card according to the category to which he/she belongs to.
- c) The library card is not transferable.
- d) Librarian may recall any book from member at any time.
- e) A No Objection Certificate may be issued to members only on returning all books borrowed and surrendering the BSUR Library Card.
- f) The books lent out to a member may be renewed provided the books in question are not reserved by other users.

3. Check out Limits:

- a) Faculty: 3 books for 15 days with one-time renewal facility.
- b) Officer and Staff: 3 books for 15 days with one-time renewal facility.
- c) Students: 2 books for 15 days with one-time renewal facility.
- d) Internship Students: 2 books for 05 days with one-time renewal facility.

4. Rules for levying and collection of Overdue fines pertaining to BSUR Library: -

- A fine of Rs. 5/day per day per book may be charged from the defaulting members after the completion of the one-time renewal facility period of existing registered patron categories of Faculty, Officer and Staff and Students.
- The checkouts of Patron Categories with items overdue and with outstanding charges will be blocked in ILMS till the clearance of the fine balance.
- The collected fine will be deposited in the Revenue Account of BSUR and the amount can be paid by the defaulter through UPI payment mode.
- A proper receipt will be provided to the defaulter from the Accounts Section after deposition of Fines.

Signature of the Applicant
with date