

KAVAYITRI BAHINABAI CHAUDHARI NORTH MAHARASHTRA UNIVERSITY, JALGAON

Knowledge Resource Centre

Academic Year 201 -

Member Information Form

For Students Only (Form to be Filled by Capital Letters O	
1) Within University Premises OR Outside University Premises	mises (Please ☑) Staple your Recent Passport Size
University Premises Outside University Premises (Write details in coloumn No. 7)	
2) Staff Member/Student (Please ☑) 3) Employee Code □ □ □	
Staff Member Student (For Staff Only)	
4) Name of the Member	
Last Name First Name 5) Date of Birth	
Father's Name	
6) Member Type (Please ☑)	
	nt (Ph. D., M. Phil),
Student, Industrial Member, Research Fellow (Project)	
CHB/Contrach Project Assistant Kendriya Vidyalaya Staff,	
AnyOtherPL Specify	
7) Name of the Department/School/College/Institution	
8) Course (o.g. M. So.) for students only	
8) Course (e.g. M. Sc.) for students only	
10) Year/Part (Fo	or Students PI 🗖)
9) Subject (for students only)	I II III IV V
11) Designation (for staff only)	
12) Print Father's Name on I Card ? (if yes, Please ☑)	Yes No
13) Permanent Address with Pin Code No. and Phone No.	
Mob No.	
14) Present Address with Pin Code No. and Phone No.	
Mob No.	
15) Admission Receipt No. 16) *Admission Receipt/Joining Date	
(*In Case of student/Industrial Member) D D M M Y Y Y Y	
17) e-mail:	Signature of Staff / Student
18) Date of Application	
Accietant	Acott /Dy Librarian/Director
DDMMYYYY Assistant	Asstt./Dy. Librarian/Director

Recommended by Head of the Department

Signature with Seal

Name and Designation:

MACE

Library Rules and Regulations

Every member is required to abide by the library rules and regulations laid down herein as below and those that will be laid down by the authorities from time to time.

- 1. Book issuing counter will be open only on the office working days and hours.
- 2. The renewal of books shall be only two consecutive times, failing which a fine will be imposed as per the clause at Sr. No. 5 below.
- 3. Reference and costly book will not be issued and are meant only for reading in library premises on the presentation of Identity card
- 4. while entering the university library /reading room every student must have to possess his/her identity card and shall produce for verification as and when asked by the library staff
- 5. A fine of Rs. 1/- per day per book will be charged, if the book/s is /are not returned, in due date.
- 6. In Case a book/s issued by library to a member is/are misplaced or lost; a sum of equivalent to 150% of the price of book/s will be recovered from a member.
- 7. If it is found that the book/s is/are carelessly handled and/or the pages of the book/s are misplaced / torn off, the member will be forefitted.
- 8. The library computer terminals (OPAC / Internet Lab) should be used with care. If any member is found to misuse the computer terminal, the membership of the concerned will be suspended forthwith.
- 9. Only for staff: The book/s issued to the teaching staff should be returned within the period of two months from the date of issue and whole record of issued books should be cleared at the end of academic year. Periodicals will not be issued.
- 10. The Identity Card is to be submitted to Library/Department to get it cancelled after finishing the final and annual examinations.
- 11. The Identity card holder i.e. student/teacher/non teacher will be responsible for the misuse of Identity card.
- 12. The above rules are subject to change without notice as per University orders, if any.

Declaration

I the undersigned, hereby declare that I have read and understood the above rules and regulations and I undertake to abide by same.

Date: / /20

Signature of Staff/Student