



# LIBRARY REGISTRATION FORM FOR STUDENTS

## GAMPAHA WICKRAMARACHCHI UNIVERSITY OF INDIGENOUS MEDICINE

Photograph  
(3.5cm X  
4.5cm)

Office use only			
Reg. No.		Card No.	Category

Please fill in the requested information. Information provided will be used solely for the purposes of library administration.

Student Registration Number:

NIC Number:

Title (Rev. /Mr. /Mrs. /Ms.):  Sex:  M  F

Name with initials in block letters:

Full Name in block letters:

Home Address:

Date of Birth:  Y  M  D

Tele. Num.: Home:  Mobile:

Email Address:

Faculty:

Type of Degree: Graduate  Post Graduate

Year	Lending	Reference	Date of Issue	Date of Renewal	Signature Student	Signature Library	Other Issues
1 <sup>st</sup>							
2 <sup>nd</sup>							
3 <sup>rd</sup>							
4 <sup>th</sup>							
5 <sup>th</sup>							

## Library User of Conduct

Please sign if you agree to use the library according to the rules below;

1. Borrowers are responsible for library materials checked out to them until they are returned to the library
2. The total responsibility of personal library accounts should be taken by the user and the library will no longer responsible for any complaints made after activating the individual user accounts.
3. Once the Library is automated with a fully computer - based circulation system;
  - a. The responsibility of checking and updating library accounts rest with the user
  - b. User must report for any abuse or anonymous issuing of library materials on their accounts within 7 days of such misuse. The library will not be responsible for such misuse if complaints are not made within this time period.
  - c. Users are responsible for the passwords of their user accounts.
4. Materials must be returned, or the user can self-renew library materials (Lending) one more time, before the return date.
5. Fines will be calculated at the end of loan period. Borrowing privileges will be immediately suspended if there are outstanding fines or other such obligations to the library.
6. Materials that exceed 60 days after the returning date are considered as lost items and the user must either pay the prevailing market value of the material and the relevant fines for the periods or submit a copy of the same volume or a most recent edition of the lost item to the library.
7. Users must return all the borrowed library materials in completion of the study program of the GWUIM.
8. Library privileges are not transferrable. Library accounts can only be used by the person holding the respective account.
9. Abuse of library rules and regulations may result in loss of library privileges as a whole.
10. Users must abide by the rules and regulations passed by the Senate and the Council of the GWUIM.
11. Obtaining no claim certifications from the library is necessary to get the degree certificates.

I clearly understand and accept the above rules and regulations of the library of Gampaha Wickramarachchi University of Indigenous Medicine

Name: .....

Signature: .....

Date: .....

## Recommendation & Approval

Application for library registration submitted by Rev/Mr/Mrs/Ms.....  
..... is forwarded herewith and recommend to grant the library membership.

.....  
Date

.....  
Signature of the Librarian