

The Chinese University of Hong Kong Library

Reader's Card for International Scholars/Higher Degree Students

Please email the completed form to ulcir@lib.cuhk.edu.hk or submit it to the Service Counter, University Library. The provision of personal data on this form is voluntary. If you do not provide sufficient information, we may not be able to process your application. For details, please refer to the Personal Information Collection Statements and Policy on Personal Data of the CUHK at <http://www.cuhk.edu.hk/english/privacy.html>.

Please note that all Library Card holders must abide by any CUHK campus access measures/restrictions, including any infection control measures, when using the Library Card. Please also note that once a Library Card is issued, the Library may share the personal data of the library card holder with the University when and as requested.

A. Personal and Contact Details

Title: Mr./Mrs./Ms./Miss/Dr./Prof. Chinese Name (if any): _____
Surname: _____ First Name: _____
Tel. no.: _____ Email: _____
Home / Correspondence Address : _____

B. Affiliation

Overseas Institution / Organization: _____
Professional qualification (if any): _____
Degree programme enrolled (if any): _____

C. Intended Period of Use

From _____ to _____

A Reader's Card (with onsite privilege) of up to three months' valid period will be issued if the application is successful.

Notes:

- Application should be accompanied by the following supporting documents:
 - A referral letter from your institution and staff/full-time student identification
 - Details of CUHK Library materials that you wish to use
 - A recent passport photo in JPEG or PNG format
- Request will be considered on an individual basis. The Library reserves the right to reject any application.
- Once the application is approved, the HK\$60 application fee can be settled by cash, Octopus Card or cheque at the service counter of the University Library.
- The Library will notify the user to pick up the card in person at the University Library when the card is ready. For enquiry, please email to ulcir@lib.cuhk.edu.hk.

D. Declaration

- I declare that the information provided herein is true and correct.
- I agree to abide by all conditions governing the issuance of the Library card.
- I am aware that massive downloading of electronic resources is prohibited and any violation will lead to permanent suspension of access to library services without any refund.
- I understand that all library notices will be sent to me by email only.
- I shall comply with all Library regulations among which is the **one-ID card policy** that I will not be granted Library privileges with other status(es) so long as the status granted by this Library card application is valid.
- I understand any paid fees are **non-refundable**, and the expiry date of the Library card granted is **non-deferrable**.

Applicant's Signature: _____ Date: _____