

LIBRARY REGISTRATION FORM FOR POSTGRADUATE STUDENTS
University of Sri Jayewardenepura, Sri Lanka

FORM A - POSTGRADUATES

Office use only	
Reg. No.	
Card No.	
Category	

Please supply the requested information. Information supplied is used solely for the purposes of library administration.

Student Registration Number :

NIC Number :

Title (Rev./Mr./Mrs./Ms.) :

Sex : M F

Last Name with initials in block letters :

Full Name in block letters :

Home Address :

Temporary Address :

Date of birth : D M Y

Telephone Numbers :
 Home
 Mobile

Email Address :

Course of Study : Diploma/PG Diploma/MBA/MPM/MA/MSc/MPhil/PhD

Faculty : Name of the Course:

Rules of the library of the University of Sri Jayewardenepura

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 lending library.
2. The total responsibility of personal library accounts should be taken by the user and the library will no longer be responsible for any complaints made after activating individual user accounts.
3. The library is automated with a fully computer-based circulation system. Therefore:
 - a. The responsibility of checking and updating library accounts rest with the user.
 - b. Users must report 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 time more, before the return date.
5. Fines will be automatically calculated by the library software at the end of the 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 pay the prevailing market value of the material and the relevant fines for that period; or can 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 University of Sri Jayewardenepura.
8. Library privileges are not transferable. Library accounts can only be used by the person named in the accounts.
9. Abuse of library rules and regulations may result in the loss of library privileges as a whole.
10. Users must abide by the rules and regulations passed by the Senate and the Council of University of Sri Jayewardenepura.
11. Degree certificate will be issued only after producing of the no claim certification of the library.

I have clearly understood and accept the above rules and regulations of the library of the University of Sri Jayewardenepura.

Signature: _____

Date: _____

Recommendation & Approval:

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

.....
Signature of the Librarian

Rules of the library of the University of Sri Jayewardenepura

(new circulation system)

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Library Web Site:

www.lib.sjp.ac.lk

Opac (Online Public Access Catalogue):

opac.lib.sjp.ac.lk



Login to Library System:

Log In to Your Account

Login

← National Identity Card No

Password

← ***

Log In

