**NATIONAL TAIWAN UNIVERSITY LIBRARY**

**Library Card Application and Commitment Letter
(applicable for NTU prospective postgraduates)**

**□ NTU Graduate (school-leaving procedures completed)**

**□ Non-NTU Graduate**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** |  | **Date of Birth** | **(YYYY/MM/DD)** |
| **National ID No.** |  | **Graduate Institute** |  |
| **Contact No.** | **(Work) (Home)** |
| **Contact Address** |  |
| **Permanent Address** |  | **Mobile No.** |  |
| **Effective Period** |  |
| **Email** |  |

I, \_\_\_\_\_\_\_\_\_\_, hereby apply for a library card from the NTU Library. I agree to abide by the relevant regulations, take proper care of the borrowed books, and understand that I will be held liable for compensation for any overdue returns, damages, or loss thereof.

To

National Taiwan University Library

Signature or Seal of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature or Seal of Graduate Institute Director: \_\_\_\_\_\_\_\_\_

Official Seal of

Academic Program

Date: \_\_\_\_\_\_\_\_\_\_ (YYYY/MM/DD)

**I. Please note:**

1. This form shall be signed/sealed by the applicant's graduate institute director and office for library card application processing.
2. Applicants shall bring this form, their National ID Card (or Driver's License), 1 one-inch hatless recent photo (2 for the College of Medicine/Public Health), and a NT$200 processing fee to the NTU Library for processing.
3. Applications are accepted 8:20 AM – 4:45 PM Monday to Friday.
4. College of Medicine/Public Health prospective postgraduates shall apply at the Medical Library.

**II. Library Card Rules**

1. This card is only for use by the holder.
2. This card may be used to borrow books from the Main Library and all other branches of the NTU Library.
3. Number of loans is up to 10 volumes per period of 30 days.
4. This card will be voided automatically after the expiry date.
5. Any provisions not stipulated herein shall be handled in accordance with the relevant regulations of the NTU Library.