



YBN UNIVERSITY

Established by the Act of Government of Jharkhand Act 15, 2017

Gazette Notification No. 505, Dated 17th July 2017

As per Section 2(f) of UGC Act. 1956

ID & Library Card Application

Employee/ Roll no.: _____

Faculty / Non-Teaching / Research
Scholar/Students

Name: _____
(Upper Case Only)

Father's Name: _____
(Upper Case Only)

Date of Birth: / / 20

D.O.B: _____

Designation/Degree: _____, Department: _____



Permanent Address: (Upper Case Only)

Communication Address: (Upper Case Only)

Pin Code: _____, State : _____

Pin Code : _____, State : _____

Mobile No: _____

Email ID: _____

Blood Group: _____

Emergency Contact Number: _____

Declaration

I hereby apply for ID/ library Card of YBN University and I undertake to follow the rules and regulations including ICT access policies of the library.

Date: / / 20

Director/HOD/Section Head

Signature of the Member

Office Use Only

Membership No: _____

User ID: _____

Date of Issue: / / 20

Valid Upto: / / 20

Asst. Librarian

University Librarian

Rules and Regulation

- ❖ Users should scan their ID card at the library entrance to register IN and OUT time.
- ❖ Books will be issued to the users only on production of the valid ID Card.
- ❖ Renewal of book is allowed if not reserved by others.
- ❖ Before borrowing the book, users must ensure that the book is in good condition and the pagenumbers are intact.
- ❖ The library follows open access system, hence the users shall not replace the books back in the respective racks after the use.
- ❖ Journals, Back volumes, theses and dissertation will not be issued.
- ❖ Strict **SILENCE** should be maintained inside the library.
- ❖ Loss of user ID Cards should be reported to the librarian immediately in the prescribed form, the duplicate card will be issued as per YBN University norms.
- ❖ Personal books and files should be left at the personal belonging counter located at the library entrance, only plain sheets shall be taken inside.
- ❖ Users are advised not to keep their valuable things in the personal belonging counter. University and Library authorities are not responsible for any loss of such items.
- ❖ Use of **MOBILE PHONES** inside the library is strictly prohibited.
- ❖ Group discussions are not allowed inside the library.

University Librarian