



Library Borrowers Card Application

Please print CLEARLY

Legal Last Name _____ Legal First Name _____

Second Name(s) _____ Title _____

Date of Birth _____ Phone (home) _____

Phone (work) _____ Phone (mobile) _____

Postal Address _____

Email Address _____

*All Library notices are sent by **email** only. Therefore it is advisable that you read your **email** on a regular basis. It remains your responsibility to check your Library record regularly to ensure that items are returned on time.*

BASIS OF APPLICATION

Alumni of the University of Sydney

Community Borrower 3 months 6 months 12 months

SchoolsLink 6 months 12 months

Name of School _____

Year 11 Year 12

Other (please specify) _____

University Libraries Australia (ULA) Scheme

University _____

University I.D Number _____

Staff Student

I agree to abide by the rules and regulations of the University of Sydney Library.

Signature _____ Date _____

DECLARATION

Declaration (to be completed if you are unable to apply in person)

The following declaration must be completed by a Justice of the Peace, Notary Public or Library staff member.

Statement of Justice of the Peace, Notary Public or Library Staff member:

I certify that this photo is a true representation of the above-named person.

Signature of JP, Notary Public or Library staff member _____

Name of JP, Notary Public or Library staff member _____

Address of JP, Notary Public or Library staff member _____

_____ Date _____

TURN TO PAGE 2 FOR PHOTOGRAPH GUIDELINES

PARENT/GUARDIAN (for SchoolsLink and Community applicants under the age of 18)

I understand that my son / daughter / ward (*print name*) _____ is applying for membership of the University of Sydney Library, that a fee will be charged and that compliance with the rules of the Library is a condition of membership.

Signature _____ Name _____
Address _____
Date _____

Attach a passport sized photo here. PRINT YOUR NAME AND SIGN ON THE BACK

ATTACH NAMED & SIGNED PHOTO HERE

NOT NECESSARY TO ATTACH IF APPLYING IN PERSON

Photograph guidelines

- Photos must not be more than six months old
- 35-40mm wide and 45-50mm high
- Good quality colour on high quality paper, with no ink or marks on image
- Plain, light-colour background (eg cream, pale blue or white)
- Appropriate brightness and contrast and show your skin tones naturally
- Uniform lighting (no shadows across or behind the face), sharp focus and clear.

The photograph must

- Show head and top of shoulders close up, so that the face measures between 32mm and 36mm from the bottom of the chin to the crown (ie top of head without hair)
- Show your shoulders square on (not looking over shoulder)
- Show you looking straight at the camera (not tilted head)
- Be taken with a neutral expression and your mouth closed (not laughing or frowning)
- Show your eyes open and clearly visible (no hair in eyes).

Head coverings

- The photograph must show you without any hat or other head covering. However, if you wear a head covering for religious reasons a photograph will be accepted with you wearing this but your facial features from the bottom of chin to top of forehead and both edges of your face must be clearly shown.

A sample of photograph guidelines



CORRECT PHOTOGRAPH



Eyes closed



Photograph too dark



Glasses on head



Looking away from camera



Wearing a hat



Smiling too broadly



Head tilted to the side

Privacy Statement

By completing this form you are supplying the University of Sydney with personal information about yourself. The University needs this information so that it can process your application for a card. However should you not supply the information, or supply only part of it, you should be aware that your application might not be processed. You have the right to request access to and/or correct any personal information concerning you held by the University.

Routine corrections, changes and enquiries should be directed to:

Campus Card Centre, telephone: 9351 2423, email: university.cards@sydney.edu.au