



SUNWAY CAMPUS LIBRARY



CERTIFIED TO ISO 9001:2015
CERT. NO. : QMS 01112



One
Passport size
Photograph

Membership Application Form (Students* & Staff)

PLEASE WRITE IN BLOCK LETTERS

NAME

PERMANENT ADDRESS [Please include postcode]

Postcode:

 TEL. NO:

E-MAIL:

PRESENT ADDRESS/HOSTEL PARTICULARS [Please include postcode]

Postcode:

 TEL. NO:

I.C.NO:

 (For Malaysian)
PASSPORT NO:

 (For Non-Malaysian citizen)

FOR ACADEMIC & ADMINISTRATIVE STAFF:

Department of staff: _____ Designation: _____
Status of employment: Full Time Part Time Contract expiration date: _____

FOR PART TIME ACADEMIC & ADMINISTRATIVE STAFF ONLY:

Certified by: _____ Executive Director/DOS/DOP/HOD

FOR STUDENTS ONLY: (* For students from Sunway Le Cordon Bleu and TES Workshop)

Programme/Course enrolled: _____
Status of studies: Full Time Part Time
Period of studies: From: _____ To: _____

Note: Please attach one passport size photograph when you submit your Application Form at the Library Service Counter, Ground Floor.

I have read and I understand the Rules governing the use of the Library and agree to observe and be bound by them. If I fail to return library materials that I have borrowed, I agree that deductions be made from my deposit/ salary/ allowance with Library Rules & Regulations [available in Library General Information booklet and Library homepage].

Signature of Applicant

Date

FOR OFFICE USE ONLY

REGISTRATION

Approved by: _____ Student ID / Smartcard Serial No./ Barcode No: _____
Head, Circulation _____
Date: _____ Registration completed and acknowledged
By: _____
Date: _____