

# Yuan Ze University

## Rules on Membership Recruitment of Friends of the YZU Library

Passed at the 1<sup>st</sup> Library Committee meeting in Academic Year 2003 dated October 8, 2003  
Amended and passed at the 2<sup>nd</sup> Library Committee meeting in Academic Year 2003 dated May 19, 2004  
Amended and passed at the 1<sup>st</sup> Library Committee meeting in Academic Year 2004 dated May 4, 2005  
Amended and passed at the 2<sup>nd</sup> Library Committee meeting in Academic Year 2004 dated June 1, 2005  
Amended and passed at the 1<sup>st</sup> Library Committee meeting in Academic Year 2009 dated Nov. 25, 2009  
Amended and passed at the 1<sup>st</sup> Library Committee meeting in Academic Year 2010 dated April 13, 2011  
Amended and passed at the 1<sup>st</sup> Library Committee meeting in Academic Year 2011 dated April 10, 2012  
Amended and passed at the 1<sup>st</sup> Library Committee meeting in Academic Year 2013 dated December 11, 2013

**The Rules on Membership Recruitment of Friends of YZU Library** (hereinafter referred to as **the Rules**) formulated herein aim to establish principles of recruiting members from the public to become the Friends of the Yuan Ze University Library for the purpose of meeting the trend of knowledge-based economy, promoting the sharing of Library collections, and enhancing communication among the public so as to establish good community relations.

### Article 1 Membership

1.1 An individual of age 16 or over may apply for the membership.

### Article 2 Circulation Services

#### 2.1 In-Library Reading

Friends of the Library are eligible to read books and journals in the Library via presenting Friends of the Library Membership cards. Audio-visual materials are for in-Library use only.

#### 2.2 Borrowing

Refer to the *Library Loan Policy stated in the Regulations of Circulation Services*.

#### 2.3 Book Recommendations for Acquisitions

Books which are not in Library collections can be recommended for acquisition by Friends of the Library. The Library reserves the right to make all final purchase decisions.

### Article 3 Membership Application

3.1 An individual member pays an annual membership fee of NT\$ 2,000. The Individual Membership is valid for only one year and is renewable.

3.2 An individual who is currently enrolled in YZU Credit Programs/Continuing Education

Programs shall be offered 50% off membership fees.

3.3 A non-interest bearing refundable deposit of NT\$3,000 applies when an individual activates membership. The said deposit is refundable upon terminating the membership. The Library reserves the right to deduct any incurred fines from the deposit without any objection from the individual.

3.4 Applicants may follow procedures online to apply for membership.

3.4.1 Fill in an application form and submit documents as requested.

3.4.2 Fees must be paid to the designated account information after the application approval.

3.4.3 Collect the Library card in person with valid identification.

#### **Article 4 Auxiliary**

4.1 Friends of the Library Membership cards cannot be used by individuals other than the member. Membership shall be withdrawn with no annual fees refunded and cannot be applied again if the breach of the said membership card rule has been found out.

4.2 Friends of the Library must observe the Library regulations on reading, borrowing and returning books.

4.3 A fee of NT\$300 per card as well as a valid identification is required for replacing lost or damaged membership cards

4.4 Refer to *the Library Management Regulations* and *Regulations on Library Circulation Services* for issues unstated herein.

**Article 5** The Rules stated herein are passed at the Library Committee meeting and shall be promulgated as well as implemented afterwards. The same procedure will be repeated for each revision thereof.

[If any controversy or dispute occurs regarding clauses of the aforesaid regulations, it shall always refer to its Chinese version.]