

# GREENWICH APPLICATION INVICTA LIBRARY CARD

## Section 1 – Your Personal Details

Surname: \_\_\_\_\_ Forenames: \_\_\_\_\_

Home Address: \_\_\_\_\_  
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Post Code: \_\_\_\_\_  
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Home Institution:  University of Greenwich at Medway

Status:  Student  Staff Course Name: \_\_\_\_\_

Library (ID) Card Number: \_\_\_\_\_

University E-Mail: \_\_\_\_\_

## Section 2 – Your Application Request

(Please tick to indicate your choice. If you would like to join both libraries, a form will need to be completed for each)

Greenwich Student/Member of Staff Application to use:  Templeman Library  
 Canterbury Christ Church Library

Reason for application: \_\_\_\_\_

## Section 3 – Your Signature

I agree to be bound by the rules and regulations of the library/ libraries which I apply for and/or use.

**Your Signature:**

**Date:**

**Take the completed form to The Drill Hall Library for Section 4 to be completed.**

## Section 4 – Drill Hall Library Use Only

INVICTA Access Scheme	
Application valid until:	University of Greenwich Stamp endorsed with authorised signature and date

**When all 4 sections have been completed take the form and your University of Greenwich Library ID card to the library you have asked to join**

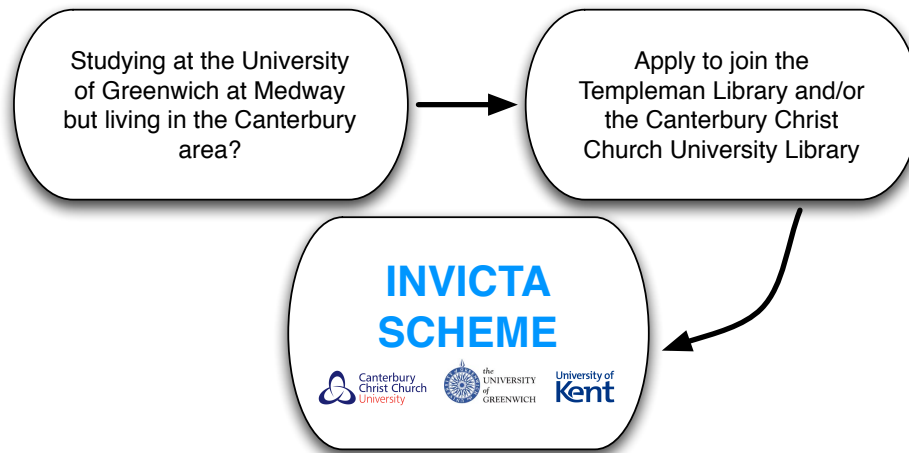
## Section 5 – Templeman or Canterbury Christ Church University Library use only

Library staff signature:

Date:

University Library Stamp

# INVICTA ACCESS SCHEME (Greenwich)



## Who can join?

The INVICTA scheme is open to any University of Greenwich student or Member of Staff who meets the following eligibility criteria:

- University of Greenwich student / Member of Staff registered and based at the Medway campus who lives in the local Canterbury area
- Applicant must have a clear library account with no outstanding fines

## What can INVICTA offer you?

### Access to and limited borrowing rights from:

- The Templeman Library, University of Kent and / or
- Canterbury Christ Church University Library

### Borrowing Rights

- At the Templeman Library, you may borrow up to 4 ordinary loan (4 week) items
- At Canterbury Christ Church University Library you may borrow up to 5 normal loan (3 week) and 5 normal loan (3 week) curriculum resource collection items
- Borrowing at both sites is however restricted and excludes certain categories. Please enquire at the host library for details

### Facilities

- Use of study facilities and photocopiers

### Computer Access

- Please enquire at the host library

### Return of items

- Items borrowed under the INVICTA scheme can be returned to the Drill Hall Library or the library from which they were borrowed
- The receiving Library will note the date of return and pass this information on to the library where the item is held so the item can be discharged from your account
- Fines will be charged at the rate set by the library you borrowed the items from. Borrowing rights may be revoked for consistent late return

### Renewal of items

- Items can be renewed on line, in person or by telephone as long as they are not reserved by another user. We recommend that you renew a couple of days before they are due back

## How do I join?

- Complete the application form overleaf and take it to the Drill Hall Library
- Take your University of Greenwich Library ID card and INVICTA application form (authorised by The Drill Hall Library) on your first visit to your host library. You will not require a photograph
- Complete the registration process at your host library to receive your INVICTA membership
- You should take your University of Greenwich library ID card on all subsequent visits
- For students, membership is valid until the expiry date of your home institution library account. For staff, membership is valid for a period of 3 years from the date of issue