

Joint Library Committee

EUF teaching staff: ordering items

FUAS teaching staff: ordering items

Terms of use for teaching staff

Online form for inter-library loan credit

Setting up course reserves and reserve collections

Terms of use

Please observe the [Library Regulations](#) of the Campus Library.

Conditions of loan

Please use the [online registration form](#) to register as a library user.

Your library card will be ready for pickup at the service desk after a short processing time of two business days. Please remember to bring your identity card for pickup.

If no record of your affiliation with the university you work for exists on the university websites yet, please be sure to provide a confirmation of employment issued by your university.

You must bring your library card for every loan transaction. As a member of teaching staff you may use long-term loans (200 days) next to the standard loan period (28 days). The number of long-term loans is limited to a maximum of 50 items at a time, however. Please read the information provided under [Borrowing books and other resources](#) for further information about how to use the library.

Inter-library loan service conditions

To use inter-library loans you need an inter-library loan account with a positive balance.

As a member of teaching staff you have the option to charge your faculty/department for inter-library loans you order. Please enquire at your faculty/department whether this is possible in your case.

20 inter-library loan units can be ordered via the [online form for inter-library loan credit](#).

For further information on inter-library loans, please refer to [inter-library loans](#).

You must bring your library card when collecting inter-library loans.

Charges & fees

The [Charges](#) of Campus Library Flensburg also apply for teaching staff, with the exception of the reservation fee.

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