

The Library

Application for a Staff Username

PLEASE NOTE: All sections must be completed. Please allow at least 2 working days for the creation of your Username and email account. You will be notified by phone on the extension given below.

Title	Mr / Mrs / Miss / Ms / Dr / Prof /
Surname	
First Name	
Middle Initial	
Staff ID number	
Job Name	Lecturer / Admin / Support / Technician /
Department	*Please choose from the list overleaf
Full-time / Part-time	
Room *	* If part-time please give details of a contact in the University
Telephone extension *	
Date Employment Commenced	/ /
I accept and will abide by the Regulations for the use of computer facilities in The Library	
Signature	

For Library Use only...	
Staff card seen (please tick)	<input type="checkbox"/>
Card seen by	
Date	
Helpline incident number	

PLEASE NOTE that email accounts need setting up prior to first use of the account. Do **NOT** enable accounts which are disabled – please speak to Networks & Systems.

Please choose from one of the following departments:

Art and Design
Biology and Environmental Studies
Business
Business Logistics and Information Systems
Centre for International Relations
Centre for Materials and Innovation
Civil Engineering
Computing
Computing Technology
Construction, Surveying, Architectural Technology
Creative Technologies
Creative Writing
Education
Electronic and Computing Technology
Electronics
Engineering
English
Estates
Finance Office
Fundraising and Alumni
Games
Health and Safety
Health Studies
Information Systems and Technology
Institute of Educational Cybernetics
Learning, Retention and Professional Practice
Leisure and Tourism
Library
Management
Marketing and Communications
Mathematics
Microelectronics Group
Paper Technology Management
Personnel and Organisational Development
Philosophy and History
Product Design
Psychology
Quality Assurance and Enhancement
Sport Rehabilitation
Sport Science
Strategy, Policy and Development Support
Student Data Management
Student Services
Textiles
Theatre and Film Studies
Vice Chancellor's Office