

## Alumni Membership

Whilst the services of the Library are primarily intended for our own staff and students, we are pleased to offer some services to former students.

Alumni membership is available to all University of Bolton graduates, who are registered with the Alumni Association. Please see:

<http://www.bolton.ac.uk/AlumniAndFriends/Home.aspx>

Membership expires annually, but can be renewed, if your account is in good standing, on proof of your current address.

The Library will provide access to:

- books and audio-visual material
  - 3 week loans
  - max. 5 items
  - renewals and reservations
- print reference material
- print journals
- photocopying facilities
- inter-library loans (additional charge)
- open access and quiet study space.

***Access to computing facilities and group study rooms is not permitted.***

## How to Apply

1. Complete an application form available from the Library or online at:

<http://www.bolton.ac.uk/library/LibraryPublications/ApplicationForms/Alumni.pdf>

The image shows a screenshot of the 'Alumni Borrowing Application Form' from the University of Bolton. The form is titled 'Alumni Borrowing Application Form' and features the University of Bolton logo in the top right corner. The form is divided into two columns of input fields. The left column includes fields for 'Surname', 'Given name', 'Home address', 'Postcode', 'E-mail', 'Work', 'Telephone (optional)', 'Mobile (optional)', 'Home fax (optional)', 'Library title', 'Current UoB ID no.', and 'Applicant's signature'. The right column includes fields for 'Institution of Bolton use', 'Alumni Association check', 'UoB Library card no.', 'Endorsed by', and 'Date'. At the bottom of the form, there is a small logo for 'BOLTON LIBRARY' and a note: 'Agreed to be bound by the rules and regulations of The Library'. A footer note at the very bottom reads: 'The above application form will be issued only under the Bolton Library Lending System Agreement for the purpose of administration.'

2. Return the completed form to the Library Desk with proof of current address, e.g. recent bank statement or utility bill, and

the e-mail acknowledgement of your registration with the Alumni Department.

***Please note. The University of Bolton cannot process applications at certain times, particularly the beginning of semesters.***

## Other Details

- Membership of the scheme expires at the end of August each year, but can be renewed, if your account is in good standing, with proof of current address.
- Inter-library loans can be obtained at a charge of £10, payable when the request is made. This charge is non-refundable.
- Library notifications are sent by email, apart from third overdue notification.
- The Library operates a self-service issue/return system. **YOU MUST HAVE YOUR LIBRARY CARD WITH YOU WHEN YOU VISIT.**
- The Library is not required to provide any training in the use of library services.
- Members will be expected to observe relevant regulations that apply to studying in the Library and are responsible for any fines or replacement costs incurred. Your card can be withdrawn if you infringe the rules.

If you have specific needs and will require assistance when you are visiting, please phone for advice.

The Peter Marsh Library  
University of Bolton  
Deane Road  
Bolton  
BL3 5AB

Tel: (01204) 903094

### Opening hours

#### *Term-time*

Monday - Thursday 8.45 - 21.00  
Friday 8.45 - 17.00  
Saturday 9.30 - 12.30

#### *Vacation*

Vacation opening hours are:

Monday-Friday 9.00 - 17.00

***Always check opening hours and facilities before visiting the Library.***

<http://www.bolton.ac.uk/library/LibraryEssentials/OpeningTimes.aspx>

### For further information on:

- the Library, please refer to our web pages at:

[www.bolton.ac.uk/library](http://www.bolton.ac.uk/library)

- other access schemes offered by the University of Bolton Library, please refer to our web pages at:

<http://www.bolton.ac.uk/library/LibraryEssentials/AccessAgreements/ExternalAccess.aspx>

- courses at the University of Bolton, please refer to our web pages at:

[www.bolton.ac.uk](http://www.bolton.ac.uk)

- services at Bolton public libraries, please refer to:

<http://www.bolton.gov.uk/website/Pages/Libraries.aspx>

or contact: 01204 333173

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## The Library

Access to Library Resources for:

# Alumni

