UTC Bolton Parent Membership

The services of the University of Bolton Library are primarily intended for our own staff and students, including staff and students at UTC Bolton’s Upper School, but we are pleased to offer some services to parents of UTC Bolton Lower School students, to support the studies of these students. Normally, external membership is available to those aged 18 or over at a cost of £50 per annum. However this fee will be waived for parents/guardians/carers of students currently enrolled at the Lower School of UTC Bolton.

Membership expires annually but may be renewed, if your account is in good standing, on receipt of proof of current address and the student’s continuing attendance at UTC Bolton Lower School.

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
- open access and quiet study space

Access to computing facilities, electronic resources and group study rooms is not permitted.

How to Apply

1. Complete an application form available from the Library or online at: https://www.bolton.ac.uk/library/LibraryPublications/ApplicationForms/UTC-parent.pdf

2. Take the completed form to the Provost/CEO’s office for approval.

3. Take the form to the Help Desk at the University Library with proof of your identity, eg. current driver’s licence or passport.

Please note. The University of Bolton cannot process applications at certain times, particularly the beginning of semesters and reserves the right to refuse applications for external membership schemes.

Other Details

- 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.
- External users 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 Your card can be withdrawn if you infringe the rules.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 need special help at the library you are visiting, please phone or email for advice and if necessary, book an appointment.

Tel: (01204) 903094
Email: Learning-IssueDesk@bolton.ac.uk

Staffed opening hours

**Term-time**
Monday - Thursday  8.45 - 21.00
Friday           8.45 - 17.00
Saturday        9.00 - 12.30

**Vacation**
Normal vacation opening hours are:
Monday-Friday 9.00 – 17.00

For further information on:

- other access agreements offered by the University of Bolton Library, please refer to our web pages at:
  
  https://www.bolton.ac.uk/library/Borrowing/Access-Agreements.aspx

- the Library, please refer to our Web Pages at:
  
  www.bolton.ac.uk/learning

- courses at the University of Bolton, please refer to our web pages at:
  
  www.bolton.ac.uk

- services at Bolton Libraries, please refer to:
  
  http://www.bolton.gov.uk/website/Pages/Libraries.aspx

or contact: 01204 333173

September 2018