

APPROVED

at the meeting of the directors of the Kharkiv Zonal Methodological Association of Libraries of Higher Educational Institutions of the III- IV levels of accreditation

September 26, 2013

Amendments and additions were made at the meeting of the directors of the Kharkiv Zonal Methodological Association of Libraries of Higher Educational Institutions of the III- IV levels of accreditation

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Head of the Kharkiv Zonal Methodological Association of Libraries of Higher Educational Institutions of the III- IV levels of accreditation

Iryna ZHURAVLOVA

Rules for using the «Kharkiv Inter-University Reader Card»

(The Rules are part of the Rules for Library use)

General rules.

1. According to the decision of the Board of University Rectors of the Kharkiv Region dated September 25, 2012, regarding the improvement of library activities of higher educational institutions in the information support of science and education, and for the purpose of mutual servicing users of libraries of higher educational institutions of the Kharkiv Region, the project «Kharkiv Inter-University Reader Card» was launched.
- 1.1. Libraries of higher educational institutions of the Kharkiv region participate in the project. The single reader card is issued for the purpose of obtaining scientific and educational services provided by libraries.
- 1.2. The «Kharkiv Inter-University Reader Card» is the only document that entitles the bearer to use free services of the libraries-members of the project.
- 1.3. Participating libraries post the information about the «Kharkiv Inter-University Reader Card» project on their websites in the relevant information blocks, and also provide links to the websites of all other libraries participating in the project.

- 1.4. «Kharkiv Inter-University Reader Card» is manufactured within a standard design and contains the following data:
- the words «Kharkiv Inter-University Reader Card» on a green background;
 - the name of the University Library where the reader is registered;
 - the reader registration number of the Library, where the card was obtained, featuring no less than 7 symbols and containing the sigla of the corresponding library (for example: **0100155** where 01 is the sigla, and 155 is a registration number);
 - the reader's family name, first name and patronymic;
 - the reader category;
 - the faculty;
 - a photo;
 - the bar code;
 - the card issue date;
 - the card validity term.
- 1.5. The «Kharkiv Inter-University Reader Card» validity term is defined by the following categories:
- for higher education applicants – for the term of study
 - for scientific, scientific-pedagogical and pedagogical full-time employees of a higher educational institution - during employment with annual re-registration at the library.

2. The procedure for obtaining the «Kharkiv Inter-University Reader Card».

- 2.1. The reader is registered and receives the «Kharkiv Inter-University Reader Card» at the Library of the higher educational institution where he or she studies or works as envisaged by the Rules of the library and covers the cost of the card in keeping with the library current Pricelist.
- 2.2. Readers must be familiarized with the current Rules of the Library and confirm their obligation to their unconditional fulfillment with a signature.
- 2.3. Readers already registered at the library when the «Kharkiv Inter-University Reader Card» was introduced, can obtain it to be able to use the service and resources of the libraries-members of the «Kharkiv Inter-University Reader Card» project in accordance with these rules.

3. Rights and Obligations of the «Kharkiv Inter-University Reader Card» user

- 3.1. «Kharkiv Inter-University Reader Card» entitles the holder to free use of book collections and periodicals in reading rooms; electronic resources of the library, scientometric and full-text databases, which are provided by the libraries-members of the «Kharkiv Inter-University Reader Card» project. It is allowed to

use the Internet exclusively for scientific and educational purposes.

- 3.2. The right to use rare publications is granted according to the Rules for the use of rare publications of each library.
- 3.3. The «Kharkiv Inter-University Reader Card» shall not be handed over to other persons.
- 3.4. In case of loss, damage, or change of the reader's family name, the «Kharkiv Inter-University Reader Card» is renewed in accordance with the Library's Rules of Use.
- 3.5. Each library has the right to deprive a reader of the «Kharkiv Inter-University Reader Card» for violating the Rules of Library Use.