



JAIPURIA INSTITUTE OF MANAGEMENT, JAIPUR

External Library Membership Policy

Eligibility

The library's external membership is provided to corporate clients, MDP participants, entrepreneurs, institute guests, and teaching & research fraternity from other educational institutions, and research scholars on a complimentary basis. External members need to apply for membership by filling the membership form. The form is available at the circulation counter in the library OR can be downloaded from the library website. The application has to be approved by the librarian for enrollment as an external member. The decision of the institute head is final in case of external membership provision.

Please note that this membership is only applicable to the above-mentioned guests of the institute and is not applicable for undergraduate, graduate, and post-graduate students from other institutions.

A recommendation from the Director of our institute may be required for obtaining such permission. Visitors are advised to obtain prior approval by email to avail the membership facilities. Please send such requests to priyanki.sinha@jaipuria.ac.in

Visiting Hours: Monday to Saturday (10:00 AM to 04:00 PM) Except Government Holidays

Requisitions: The external academic community can visit and use all the available library resources and services for academic purposes. The external members can access all the research and academic databases, physical resources such as textbooks, magazines, print journals, spiritual and reference books, e-journals, and reports on library premises. The external membership involves reading, research, and all kinds of academic use of resources and services except the borrowing privilege of physical and print collection.

Access to the JIMJ library and memberships are governed by the rules and regulations of the Jaipuria Institute of Management, Jaipur which is revised from time to time.

Some Do's and Don'ts:

- ❖ The membership card is for library use only and it should not be used for any other purposes.
- ❖ Please respect private and institute property within Jaipuria Institute of Management, Jaipur premises.
- ❖ Please abide by all institute and Library policies and terms of access to our library.
- ❖ Please show valid identification and library membership ID upon request.
- ❖ Please use library resources for academic purposes only. Systematic downloading of e-articles is not allowed.
- ❖ Personal work like email, social networking sites, etc. will not be allowed on library computers.
- ❖ The membership is non-transferable. Only the designated person can use the membership facility and the accompanying person is not permitted.

***Please note that the rules and regulations are subject to change.**



EXTERNAL MEMBERSHIP FORM

Affix your
passport size
photo here

Name of the applicant:

Designation & Name of the Organization:

Office Address:

Email Id:

Telephone No.:

Mobile No.:

Contact Person name and Address: (If Applicable)

Declaration: I have read the Jaipuria Jaipur's External Library Members Policy and I hereby agree to abide by the rules and regulations in force from time to time.

Signature of the Applicant

Signature of the Librarian (JIMJ)

Date:

VALID FROM:

VALID TO:

Library Membership No Allotted: