

Application for a Library Card

(External users)

Please **complete the form on PC**, print out and sign it. In order to obtain a library card you have to hand over the form at one of our circulation desks. In addition you need to present a valid identity card or a valid passport together with an official registration of your residence in Germany.

First application / Application for a library card

Change of users status (e.g. due to the removal from the register of students)

Current library card number: UBSI _____

Change of name. Please attach your actual library card!

Replacement library card (liable to pay costs)

Ms. Mr. Surname: _____

First name(s): _____

Date of birth: _____

Address during semester: Street and number: _____

Postcode and town: _____

Home address: Street and number: _____

Postcode and town: _____

Country: _____

E-mail: _____

(Please pay attention to [notifications by e-mail](#))

By acknowledging the library regulations of the University library of Siegen I apply for admission to use the services of the library. **I agree to the electronic storage of my personal data mentioned above according to § 3 of the library regulations of the University of Siegen library.** The [library regulations](#) and the information to the [data privacy statement](#) will be displayed in the library, can be consulted online or will be handed out on request. Complaints will be accepted only by presenting your receipt.

Siegen, _____

(Signature)

Application of **under 18 year-olds:**

Young adults under 18 (minimum age: 16) have to add a letter of consent with a declaration of liability (in the event of damage or payment of fees) of their parents or guardians.

[Letter of consent/declaration of liability \(PDF, in German\)](#).