

**Jadavpur University
Central Library
Kolkata 700032**

Notice

This is to notify that the **1st year students** who have taken admission in U.G. / P.G. courses (B.A., B.Sc., B.Tech., B.E., BLISc., B.Pharm., M.A., M.Sc., M. Tech., M.E., MLISc., MPhil (any), M. Pharm. etc.) are requested to fill up the form for new Library Cards in online mode.

❖ In order to access the form please go to the link given below:

<http://122.15.82.39:8380/opac/myaccount/myAccount.html>

Click on **“New User? Sign Up Here.”** to access the Registration form.

❖ Please go through the video tutorial in the following link before filling up the form:

<https://youtu.be/7nv9jEWVeOI>

Fill up the form during office hours (11.00AM to 5.00PM) from Monday to Friday and fill up mandatory fields (*) only in CAPITAL LETTERS.

The student should preferably collect the card on the same day on which he/ she is filling up the form. Otherwise they should come to the Central Library within 2-3 days for collecting the cards.

The distribution of Library Cards from the Central Library will be made on “first come first serve” basis for 40 students in a day from 18.3.2021 from 11.30a.m. to 1.00p.m. (Monday to Friday). Please bring 6 copies of passport size photographs for U.G. students and 7 copies of passport size photographs for P.G./ MPhil students along with the original money receipt to collect your Library Cards.

After processing the delivery of cards will be made from 3.30p.m. to 4.30p.m. (Monday to Friday).

For any further query please contact:

The Membership/ Registration section, Central Library @033-2457-2605

or,

The Digital Library of Central Library @033-2457-2370

Sd/-

Chief Librarian (O)