



Assam University  
Smart Card Form for Students/Scholars

Session: 20..... to 20.....

PHOTO  
(don't staple or  
sign)

Temporary Library ID:  
(Generated during online Registration at Library Portal)

**Koha ID (issued by Library):**

<b>Department</b>			
<b>Date of Birth (dd/mm/yyyy)</b>		<b>Sex</b>	Male/Female/Others
<b>Course Category</b>	UG/PG/Integrated/IPP/PhD/MPhil/Diploma	<b>Course Title</b>	
<b>Full Name of Applicant (CAPITAL LETTERS ONLY)</b>	<b>Surname:</b>		
	<b>Forename:</b>		
<b>Father's Name</b>			
<b>Mother's Name</b>			
<b>Permanent Address with PIN number</b>			
<b>Identification Mark</b>			
<b>Blood Group</b>			
<b>Mobile Number</b>			
<b>E-mail ID</b>			
<b>Date of Admission (submit a copy of Admission Fee Receipt)</b>			

[All fields are mandatory]

*I understand the policy of Rabindra Library, Assam University and undertake to abide by it. I understand that any violation will result in loss of my library privileges and/or other action as deemed appropriate by the Institute.*

(Signature of the Applicant)  
[Use Black pen to sign]

Date:

Signature & Seal  
Head of the Deptt.

*See instruction overleaf for filling up the form*

## **Instructions**

1. All the fields in the Application Form is mandatory
2. Be care full when filling up the form. The data will be exactly printed in Library Smart Card.
3. For Temporary Library ID, the users have to register themselves though LIBRARY PORTAL [www.libraryopac.aus.ac.in]
4. Select the Home Library as "Rabindra Library"
5. In the Address field, provide Permanent Address and PIN number is mandatory.
6. Use BLACK pen for signature.
7. Submit the form to the Membership section with duly forwarding of Head of the Department within 30 days of online registration.
8. A copy of admission fee receipt must be attached with the form.
9. Library membership will be issued after verification of the data and document.
10. Once the Library ID is activated by Central Library, user will receive an email in his/her registered email id.
11. Once the id is registered users have to visit the membership section for Instant Photo Update.
12. After activation, users should collect the Library Smart Card & OPAC Password from Library and preferably change in on first login.
13. The loss of Library Card will be charged Rs. 500.
14. Library Rules have been uploaded in AUS website.
15. For any query contact Library Membership Section.