



**Indian Institute of Technology Bombay**  
**Central library**

### **Alumni Membership**

All Alumni of IIT Bombay can become a member of the Central Library. To avail the membership, submit the duly filled enclosed application form along with a photocopy of degree certificate and a stamp size latest photograph.

### **Membership fee**

Library Deposit (Refundable)	<b>Rs 2000/-</b>
Life membership	<b>Rs 6000/-</b>
Ordinary Membership (to be renewed every year)	<b>Rs 1000/-</b>
Late fee (Dealy in renewal for more than a month)	<b>Rs 200/-</b>

### **Services offered**

Always carry Membership Card while entering the library. Following services can be availed during library working hours.

Reference and Consultation	} On Prevailing rates
Borrowing of 2 books for 30 days	
Photocopying service	
Bibliographic assistance	
Database (CD/DVD only)access,searching and printout	

**Internet access to electronic resources is not available for Alumni Members.**

### **Please remember**

Only books from general collection are issued to the members. Reference books, journals (current issues and back volumes), reports, standards, theses, CDs, video cassettes are not issued to the Alumni Members.

Member shall be responsible for the library card issued to him/her. Loss of the card should be reported immediately to the Librarian in writing. Duplicate card will be issued on payment of Rs 50/-

Members should check the book thoroughly for missing pages, chapters, pictures etc while borrowing the book and report the matter to the Circulation staff. In case the book is damaged or lost by the member, he/she has either to replace the book with a new copy or to pay for the cost of the book at the prevailing market price with additional charge as determined by the Librarian.

The borrowed books have to be returned within 30 days. In case of books returned after due date, the late fee will be charged at the prevailing rates. The current late fee rates are as follows :

<b>First 15 days</b>	<b>Rs. 5</b>	<b>Per day Per Book</b>
<b>Above 15 days</b>	<b>Rs. 25</b>	<b>Per day Per Book</b>

Members desiring to discontinue their membership can do so by :

- Returning all books borrowed by them
- Clearing all dues, if any
- Returning library membership cards
- Returning the original receipt of payment duly discharged on the reverse of the receipt.

The students, faculty and staff of IIT Bombay has the first right to use the Central Library.

The Director, IIT Bombay can refuse an application for the membership without assigning any reason.

The Central Library also offers Corporate Membership to organizations in private and public sector and to Educational Institutions offering degree level courses in engineering and technology.

We welcome your suggestions for improving our services. For further information,  
Contact:

Librarian  
Central Library  
Indian Institute of Technology Bombay  
Powai, Mumbai 400076  
Tel 91-22-25768920 Fax 91-22-25720227  
Email : [librarian@iitb.ac.in](mailto:librarian@iitb.ac.in)  
<http://www.library.iitb.ac.in/>

**IIT BOMBAY CENTRAL LIBRARY**  
**Application form for the Alumni Membership**

1 Name \_\_\_\_\_

2 Contact Address \_\_\_\_\_  
\_\_\_\_\_

3 Telephone (Off) \_\_\_\_\_  
(Res) \_\_\_\_\_

4 Email \_\_\_\_\_

5 Institution/Organization serving in \_\_\_\_\_  
\_\_\_\_\_

6 Are you an IIT Alumni Association Member? [Y] [N]  
If yes, please enclose a copy of the certificate.

7. Membership Type

Life membership [ ]  
Ordinary  
Membership [ ]

*I am aware of and undertake to abide by the rules for Alumni Membership.  
Enclosed herewith is Demand Draft / Cheque No. \_\_\_\_\_ Dated \_\_\_\_\_  
for Rs \_\_\_\_\_ drawn in favour of the Registrar, IIT Bombay.*

Date  
Place

Signature

---

For Official Use only

The Annual /Life Membership is granted for the period  
from \_\_\_\_\_ to \_\_\_\_\_

**Librarian**