

STAFF USE ONLY

Name

Number

Admitted by

Date

# Bodleian Libraries' Admissions Office

## Form A

### Personal Details

Surname \_\_\_\_\_

Given names \_\_\_\_\_

Title (Mr, Ms &c) \_\_\_\_\_ Date of birth(DD/MM/YYYY) \_\_\_\_\_

Preferred email: \_\_\_\_\_

Academic/Institutional/work address (**if applicable**)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If this is a higher education or research institution, please indicate your status in it:

Academic, academic-related or research staff  Research Postgraduate  Taught Postgraduate

Undergraduate  Other

**What is the end date of this status?:** \_\_\_\_\_

The duration of your current status is important. If you are currently at an academic institution we need to know when the status comes to an end, especially if your status means you do not have to pay. We shall require evidence of the end date if you are claiming exemption from payment or if admission is being sought on the basis of the status. We shall use the evidence as a guide for the expiry date we may give to your library admission. If the current status is expected to last 'until retirement' ('permanent'), please indicate this explicitly. The term of admission that may be granted is at the discretion of the Bodleian Libraries.

If you are not employed in an academic or research institution, are you making this application in pursuit of your employment? Yes  No

If yes, do you work

For a company  for a registered charity  in the public sector  as a self-employed person

If a charity, please give the registered number: \_\_\_\_\_

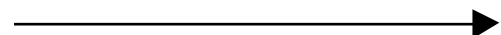
Your use of the Bodleian Libraries for private profit or commercial purposes is authorised only if you indicate here that this is your intention and we issue you with a card on this basis.

### Permanent home address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Temporary local address (if applicable)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



ADMISSIONS OFFICE USE ONLY

Please bring proof of your identity and status (an official document bearing a legible name together with your signature or photograph, e.g. bank card, driving licence, passport, identity card from your institution).

NB Undergraduates and taught postgraduates are normally admitted only during University vacations. Admission is normally granted only to those studying or researching at degree level or higher.

General subject of study: \_\_\_\_\_

**Are you a graduate of the University of Oxford (i.e. hold a degree awarded by the University)?**

Yes  No Degree details \_\_\_\_\_

I certify that the particulars given above are correct, and request admission to the Bodleian Libraries. I understand that the information I supply will be used by the University for administrative purposes within the terms of the Data Protection Act 1998. I undertake that, unless I have indicated overleaf, I shall not use the library in pursuit of my employment. I undertake to abide by the University's Regulations for the Use of Library Facilities and any other Library Regulations duly published.

Bodleian Library declaration: I hereby undertake not to remove from the Library, or to mark, deface, or injure in any way, any volume, document or other object belonging to it or in its custody; not to bring into the Library, or kindle therein, any fire or flame, and not to smoke in the Library; and I promise to obey all rules of the Library.

Signature (please keep within the box)

Date \_\_\_\_\_

The Bodleian Libraries may sometimes want to contact you about our services and events, for example acquisitions, lectures or exhibitions. Please tick here  if you do not agree to our doing so.

You should **also** complete Form B **if**

(1) You are **not** a graduate of the University of Oxford, **and**

(2a) you are **not** at a higher education or research institution, **or**

(2b) you **are** at a higher education or research institution **but** you want access to Special Collections

Please present this form at the Bodleian Libraries' Admissions Office