



## School Access Program

### Privacy notice

Southern Cross University is requesting this information from you so that we can process your library membership application.

For the same purpose, Southern Cross University may provide this information about you to its systems contractors.

When storing your personal information electronically, Southern Cross University may disclose your personal information to overseas recipients by virtue of its cloud computing arrangements. Southern Cross University's 'cloud' servers are located in Hong Kong, Singapore and Ireland and Southern Cross University is reasonably satisfied that these countries have similar privacy protections to those afforded under Australian law. Southern Cross University will not disclose your personal information to anybody else unless we are required to do so by law – for example if the information is needed in an emergency or for law enforcement purposes.

Providing us with the requested information is not required by law. However if you choose not to provide us with the requested information, then we cannot process your application.

You may request access to your information at any time. To access or update your personal information, or for more information on our privacy obligations, ask to speak to our Privacy Contact Officer or email [privacy@scu.edu.au](mailto:privacy@scu.edu.au). A copy of the University's Privacy Management Plan is available here: <http://policies.scu.edu.au/view.current.php?id=00018>

### OFFICE USE ONLY

Barcode \_\_\_\_\_

Expiry date \_\_\_\_/\_\_\_\_/\_\_\_\_

Staff signature \_\_\_\_\_



**Southern Cross University**

### Contact us

#### Lismore campus library

Military Road  
East Lismore NSW 2480

**T:** (02) 6620 3752

#### Gold Coast campus library

Southern Cross Drive  
Bilinga QLD 4225

**T:** (07) 5589 3100

#### Coffs Harbour Education Campus library

Hogbin Drive  
Coffs Harbour NSW 2450

**T:** (02) 6659 3232

**E:** [library@scu.edu.au](mailto:library@scu.edu.au)

**W:** [www.scu.edu.au/library](http://www.scu.edu.au/library)



**Access to the University Libraries**

**[www.scu.edu.au/library](http://www.scu.edu.au/library)**

CRICOS Provider: 01241G



## What is the School Access Program?

The Southern Cross University library offers local senior secondary school students access to all our resources. So while you are working on your school assignments, studying hard for your final exams or just looking for a good book to read, save yourself some research time and head to the library at Southern Cross University's Lismore, Gold Coast or Coffs Harbour campuses.

## Becoming a member

Fill in the application form on this brochure and drop it in to your local campus.

## Joining fee

There is no charge for joining but all memberships expire at the end of December (regardless of the month you joined) and you will need to renew your membership at the start of each year.

## What can you borrow?

- up to 20 items
- books can be borrowed for two weeks
- items are automatically renewed up to 6 times as long as they have not been reserved by another borrower or you have other items overdue.

## What can't you borrow?

- journals (serials, magazines and newspapers)
- Short Loan and Reference Collection items.

*These items can be used in the library.*

## Borrower's card

Your school ID card will be your borrower's card. Please present this card when registering. If you do not have a card, an alternative will be provided.

## Late returns

Overdue fines are charged at 50 cents a day per item. Once your fines reach \$20 your borrowing privileges will be suspended until the fine is paid.

## Opening hours

Library contact details can be found on the back of this brochure. Information about library opening hours is available on the website at [www.scu.edu.au/library](http://www.scu.edu.au/library). Library opening hours change throughout the year, so you should check the opening hours before visiting the library.

## Further information

The library website provides information about all services offered to school students. For more information see [www.scu.edu.au/library](http://www.scu.edu.au/library).

## Your details

Please print CLEARLY

Surname \_\_\_\_\_

Given Names \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone (H) \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

High School \_\_\_\_\_

Date of Birth \_\_\_\_\_

Please note that all library correspondence including reminder and overdue notices will be sent via email. If you specify an email address please make sure that it is an account that is checked regularly. It is your responsibility to check your borrower record and to return your borrowed items on time.

## Student

I have read and agree to abide by the rules and regulations of the library. I agree to return borrowed materials by the due date and to pay any charges for late or damaged material. I understand that I am the only one permitted to use my library card to borrow library material.

### Student's signature

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## Parent/guardian (if under 18)

I understand that

\_\_\_\_\_ is applying for membership of the Southern Cross University library and that compliance with library rules and regulations is a condition of membership.

### Parent/Guardian signature

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_