

# Guide to Federation Alumni Library Membership

Library/Academic Portfolio

**Federation Alumni Library membership** allows past students, staff and Friends of the university borrowing rights and access to selected electronic resources. You must already be a current Federation Alumni member to apply for Library membership. Find out how to register as Federation University Alumni here: <https://federation.edu.au/connect/alumni>

If you require further assistance, contact the alumni office via:

**Phone:** +61 3 5327 9825

**Email:** [alumni@federation.edu.au](mailto:alumni@federation.edu.au)

After you have registered as being Federation University Alumni you can apply for university library membership. Alumni Library membership is free and is valid for a period of 12 months starting from the date of your application approval.

## What can I get if I become a member?

A Federation alumni Library membership gives you access to selected e-resources. Access is available on a remote basis via your ISP. Instructions to access these resources will be given to you when your Federation alumni Library membership has been processed. For further information, please contact the Library.

If you would like to borrow from the Library, you will need to organise an alumni library card by visiting a Library or [contact us](#). Your membership allows you to borrow 10 items for 14 days with up to 3 renewals. Collections include books, multimedia, teacher resource materials, recreation reading and children's books.

The Library also has a wide range of not-for-loan items that may be used in the Library, including reference, journals, and realia. Photocopiers and audio/visual equipment (such as DVD, videotape and cassette players) are available to maximise your use of these items in the Library.

## Can I access the catalogue?

The Federation library catalogue can be accessed online via [our website](#). Once you have your library card, you will be able to view and renew your loans and place holds on items from other campuses or on loan. To login to your [MyLibrary](#) account to search the catalogue and request items and/or renew your loans, use your Library membership number (UBA.....) together with the password you created via the 'my Alumni Centre'.

All items must be borrowed in person.

## What about penalties for overdue loans?

Overdue loans attract 1 demerit point per item per day. Once you've accrued 40 points, your borrowing rights will be suspended for 2 weeks; further penalties apply if 40 points are exceeded. For more information, please contact the Library.

### **Can I access resources from other libraries?**

Federation alumni members are not eligible for Document Delivery Services or reciprocal borrower programs, including CAVAL, University Libraries of Australia and New Zealand (ULANZ) or TAFE National Reciprocal Borrowing Scheme (TAFE NRBS).

### **Who can assist me in the Library?**

Library staff can provide assistance locating resources, using the Federation Library services or accessing databases. Please visit your local campus Library or refer to the contact information. Library staff can also assist borrowers who have temporary or permanent disabilities to access Library items and facilities upon request.

### **When is the Library open?**

Library opening hours vary across the campuses, so please check the opening hours on the Library website or call any campus library before your visit to make sure we're open.

### **Contact the Federation Library**

For further information about Federation alumni Library Membership, please contact the Library:

**Phone:** 1300 552 567

**Email:** [libinfo@federation.edu.au](mailto:libinfo@federation.edu.au)