

# SCONUL Access

SCONUL Access is a reciprocal access scheme for University libraries from the UK and Ireland.

This scheme enables users to borrow or have reference access to books and journals held at the other University libraries participating in the scheme.

SCONUL Access provides borrowing privileges for most:

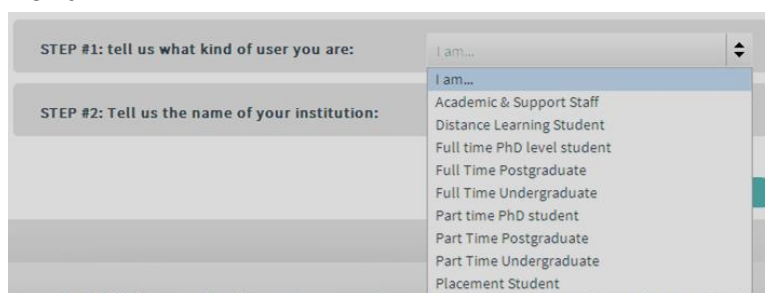
- Academic staff on open or fixed term contracts
- Postgraduate research students (PhD, MPhil or similar qualification)
- Part-time, distance learning and placement students
- Full-time postgraduates

SCONUL Access provides reference only access for most:

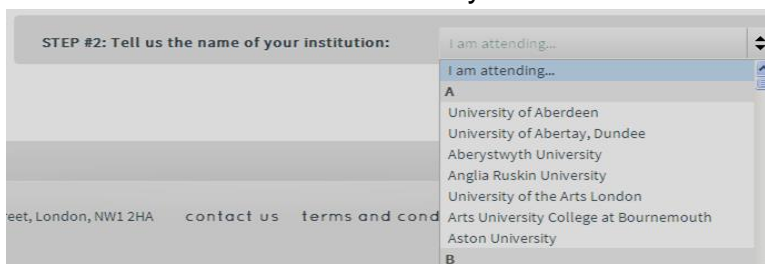
- Full-time undergraduate students
- Staff of a small number of higher education libraries not participating in the scheme

## How do I join SCONUL Access?

1. Go to <http://www.sconul.ac.uk/sconul-access> and scroll to the bottom of the page
2. You will need to specify what kind of user you are, by selecting an option from the drop down menu

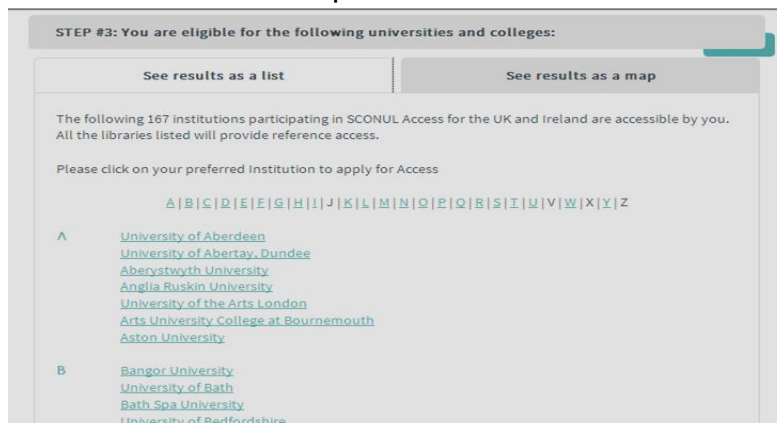


3. Then you will need to select the name of your home institution from an A-Z list



4. Click on the **Find** button

5. You will then receive the details of the University libraries you will be eligible to use either in the form of a list or map



6. You need to **apply individually** to each library you wish to use. Click on the name of the University, this will take you to the institution details page. From this page click on 'Apply for access'



7. You will be presented with an online application form. Staff at your home institution will check that you are a registered user in good standing (i.e. having no outstanding fines or disciplinary issues).

8. Once the application is approved you will receive a confirmatory email. You then need to take a copy of this email and your library/ID card to the library you wish to join. The host library will then issue you with a SCONUL Access card, which is usually valid for three years **or** until your course or contract ends.

**Please Note:**

All borrowing privileges and the ability to access electronic resources is at the discretion of the University concerned.

Go to <http://www.sconul.ac.uk/page/access-user-guide-0> to access a general user guide.

For a list of frequently asked questions <http://www.sconul.ac.uk/page/access-faq>