

BIOLA UNIVERSITY LIBRARY CARD POLICY AND APPLICATION

13800 Biola Avenue La Mirada, CA 90639

biola.edu/library (562) 903-4834

LIBRARY ACCESS

A Biola ID, Alumni Association ID, or other Biola library card will allow you entrance into the library via use of the turnstile entrance card readers. Simply scan the barcode on the back of your card, and the turnstiles will release to allow you entrance into the building. The type of card you apply for will determine your level of access and borrowing privileges. Children under 12 years of age must be accompanied by an adult at all times.

Choose from one of the following categories to gain access to the library.

Free 1-day Pass (issued at Library Reception Desk)

*Expires at end of day

- For first time visitors; photo ID required
- Library card must be obtained upon second visit
- No borrowing privileges; limited access to other library services

Biola ID (issued at Student Services)

*Valid with current semester status as student, staff, or faculty

- Must be currently enrolled/employed as a student, staff, or faculty member
- Includes borrowing privileges and access to all library services

Biola Alumni Association ID (issued at Alumni Office)

*Expires 1 year from date of application; free renewals

- Only available to Biola alumni
- Alumni cards must be activated at the library before use
- Includes borrowing privileges; limited access to other library services

LINK+ ID (issued at LINK+ library)

- For patrons who belong to a LINK+ library that participates in the Pick-up Elsewhere or Visiting Patron program
- Bring library card or student ID card for Biola entrance
- Includes borrowing privileges for LINK+ items; limited access to other library services

Free Entrance Pass (issued at Library Reception Desk)

*Expires 1 year from date of application

- For immediate family members of currently enrolled Biola students or currently employed Biola staff or faculty; family members must be at least 12 years of age; family members must be accompanied by the Biola member with ID during time of application
- For auditors, STAR students, and immediate family members of STAR students; no age requirement; proof of enrollment required
- No borrowing privileges; limited access to other library services

Free Courtesy Card (issued at Library Reception Desk)

*Expiration dates vary

- For employee spouses, reciprocal library patrons (not LINK+), retired employees, board members, members of the president's circle, emeriti, or visiting scholars
- Must be 18 years or older; picture ID and proof of status required
- Includes borrowing privileges; limited access to other library services

Courtesy Card (issued at Library Reception Desk)

\$100/yr. for community; \$50/yr. for clergy and missionaries; \$50/sem. for auditors

*Expiration dates vary

- For any person at least 18 years of age; picture ID required
- For clergy or auditor discount, proof of status required
- STAR students (regardless of age) may purchase a Courtesy Card; proof of STAR enrollment required
- Includes borrowing privileges; limited access to other library services

Biola University Library Card Application

TODAY'S DATE

BIRTH DATE

Month / Day / Year

LAST NAME

FIRST NAME

DRIVER'S LICENSE # / CA ID # / PASSPORT # (circle one)

HOME ADDRESS ▼

STREET

APT#

CITY

STATE

ZIP CODE

E-MAIL

PRIMARY PHONE #

SECONDARY PHONE # (optional)

ADDITIONAL ADDRESS ▼ (optional)

STREET

APT#

CITY

STATE

ZIP CODE

LIBRARY POLICIES FOR LIBRARY CARD HOLDERS

This card is the property of Biola University and is not transferable. All those wishing to apply for a library card must show a valid Driver's License or other picture Identification Card in order to qualify. Each person who qualifies for a specific category must have his/her own card. Only the person whose name is on the application form and on the library card may use the card. (Someone else may pay for the card, but the application and card must be made out to the person who will use it.) You must have your library card with you in order to enter or use the Library. Library staff may request a picture ID to verify your identification. Allowing another person to use your card will result in the immediate forfeiture of your card and the revocation of all access and borrowing privileges. The person will be asked to leave the Library immediately, with Campus Safety escort if necessary. All fees are nonrefundable.

In purchasing and using this library card, I agree to abide by the policies and regulations of this library and to pay any and all fees, fines and replacement charges for lost and/or damaged library materials. I understand that I am responsible for any and all use of this card, with or without my consent. I agree to notify the Library immediately if a card is lost or stolen. There will be a \$5.00 processing fee charged for replacement cards due to loss or damage. I also agree to promptly advise the Library of any changes in contact information.

Signature of Applicant

Date

Signature of Parent/Guardian (if under 18 yrs. of age)

Printed Name of Parent/Guardian

Date

-----Office Use Only-----

CATEGORY (check one)

Alumni Association ID

Free Entrance Pass (circle one)

Auditor (Class) _____
Family Member (Biola student/employee name and ID#) _____
STAR Student (parent/guardian name) _____
Other Reason _____

Free Courtesy Card (circle one) Board Member President's Circle Emeriti Retired Employee Visiting Scholar

Employee Spouse (Biola employee name and ID#) _____
SCATLA (school name) _____
IEALC (school name) _____
SCELC (school name) _____
Other Reciprocal (school name) _____
Other Reason _____

Courtesy Card (circle one) \$100 Community \$50 Clergy/Missionary \$50 Auditor

COMPLETE BARCODE #

EXPIRATION DATE

ACCEPTED BY

PAID\$

CREDIT/CHECK/CASH