

PROFESSOR JAYASHANKAR TELANGANA AGRICULTURAL UNIVERSITY
KNOWLEDGE MANAGEMENT CENTRE: (UNIVERSITY LIBRARY): RAJENDRANAGAR: HYDERABAD-30

NO DUES CERTIFICATE (Final / Registration)

NAME:	CLASS:	I.D.NO:	
GENERAL:	BBS:	BC/SC	ISC/ST

ASSISTANT PROFESSOR (Lib.Sc.)

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PROF. JAYASHANKAR TELANGANA AGRICULTURAL UNIVERSITY
Knowledge Management Centre, Rajendranagar, Hyderabad-500030

Affix
Passport
Size Colour
Photo

APPLICATION FOR MEMBERSHIP (STUDENT)

NOTE: The applicant should enclose stamp size colour photos along with duly filled in application form for B.Sc. (3 Photos), M.Sc., & Ph.D (4 Photos)

1. Name of the Applicant (in CAPITAL Letters) : _____
2. Father's Name : _____
3. Gender : _____
4. I.D.No. of the Applicant : _____
5. Full Permanent Address : _____

6. Present Address : _____

7. Whether belong to (GEN/SC/ST/BC, please specify) : _____
8. Whether Physically disabled: If yes, please specify : _____
9. Class in to which the Applicant : _____
10. College : _____
11. Mobile No. : _____
12. Email ID : _____

(Note: Please read the KMCR Rules carefully on the over leaf)

Signature of the Student

I certify that the applicant is a bonafied student of the University and recommended Him/Her for the membership of Knowledge Management Centre, Rajendranagar, Hyderabad.

Advisor's Name _____

SIGNATURE OF THE ADVISOR
(With Seal)

REMARKS

ASSISTANT PROFESSOR (LISc.) _____

UNIVERSITY LIBRARIAN

I hereby undertake that I shall abide by the Rules and Regulation of Knowledge Management Centre, PJTSAU.

Readers Ticket No's _____

Signature of Student

(For Librarian's Office Use Only)

Membership details with date _____

P.T.O.

KMCRULES®ULATIONSFORSTUDENTS

- i. Personal books, printed reading material etc, will not be allowed in the Knowledge Management Centre.
- ii. Every Student of PJTAU is entitled to get borrower tickets(s) for borrowing books from KMC, Rajendranagar for B.Sc. (Ag.) – 03 Books, M.Sc. (Ag.) & Ph.D. – 04 Books.
- iii. Books will be issued only on the production of individual KMC reader ticket(s) for a period of 15 days from the date of borrowing.
- iv. The borrower will be responsible for the safe custody and return of the books borrowed on loan from the KMC. In case of the book not returned/renewed on or before the due date the member has to pay a fine of Rs.1.00 per day per book (excluding Sundays and holidays).
- v. In case of book lost or damaged book, the borrower should replace the book with latest edition or double the original cost of the book will be collected along with overdue charges.
- vi. Unauthorized carry of books, journals issues, supplements and any other reading material from KMC without permission, marking or underlining in anyway, or disfiguring and mutilating books, or library property is an offense, which may lead to suspension of library privileges, or in serious cases to heavy fine and disciplinary action.
- vii. Silence, discipline and decorum must be maintained in KMC .Any kind of personal discussion inside the KMC is strictly prohibited.
- viii. Whenever there is any increase in demand for a particular book(s) the University Librarian can call back the book(s) at any time.
- ix. Personal belongings i.e. bags, umbrella, lunch boxes etc. must be kept at the property counter in the entrance of KMC. No valuables should be kept at property counter. KMC will not be responsible for loss of any item from property counter.
- x. Avoid consumption of food, latent and chatting in and around the KMC premises.
- xi. Change of address and designations should be immediately reported at the Circulation Desk.

Anyone who violates the rules and regulation of the KMC would be liable to lose the privilege of KMC membership and such violation will also be reported to the University higher authority

Sd/
University Librarian
PJTAU



PROFESSOR JAYASHANKAR TELANGANA STATE AGRICULTURAL UNIVERSITY
 Knowledge Management Centre, Rajendranagar, Hyderabad-500030

Affix
 Passport
 Size Colour
 Photo

APPLICATION FOR MEMBERSHIP (STAFF)

1. NAME : _____
2. Designation : _____
3. Department : _____
4. Local Address : _____

5. Permanent Address : _____

6. E-mail ID _____ Mobile No. _____
7. Subject of Interests : _____

(Note: please read the KMC rules and regulations carefully overleaf)

Date: _____

Signature of the Applicant

RECOMMENDATION

I have pleasure in introduction Dr/Sri/Smt/Kum _____ who is one of the staff of this department working as _____. I recommend that He/She may kindly be extended KMC facilities as per rules of the KMC.

A no due certificate from the KMC will be insisted upon at the time of transfer or relieving the concerned.

Signature & Seal of the Associate Dean/HOD/Director

REMARKS

ASSISTANT PROFESSOR (LiSc.)

UNIVERSITY LIBRARIAN

I HAVE READ CAREFULLY THE KMC RULES & RECEIVED KMC MEMBERSHIP CARD FOR MEMBERSHIP OF KMC

Reader Ticket No's: _____

Signature of the Applicant

(For Librarian's Office Use Only)

1. Date of admission to the KMC as a Member _____
2. No. of tickets issued and Ticket Nos. _____
3. Date of withdrawal of membership from the KMC and when the NO DUE CERTIFICATE IS ISSUED. _____

KNOWLEDGE MANAGEMENT CENTRE RULES FOR STAFF

➤ USE OF THE KMC AND KMC MATERIALS:

- ❖ The faculty of PJTSAU at Rajendranagar campus are eligible to obtain membership of KMC.
- ❖ The books will be issued to the faculty only on the production of individual KMC reader ticket(s) for a period of 30 days.
- ❖ If the book is not returned on the due date, a fine of Rs.1.00 per day (excluding Sundays and holidays) will be charged the cost of the book will be recovered from him/her.
- ❖ In case the book is damaged or lost, the borrower required to pay double the original cost of the book or replace it with latest edition and also fine if any.
- ❖ **Books are issued to the members only on production of borrowers tickets, in case of any emergency the member has to send authorised letter for issuing books.**
- ❖ Member should not make any mark or underline anywhere in the book.
- ❖ Strict silence, decorum and discipline must be maintained in the KMC. Any type of personal discussion inside the KMC is strictly prohibited.
- ❖ Member found disfiguring the books and tearing pages from the KMC books/periodicals or who are found in possession of torn pages will penalized by cancellation of their membership and by imposing a fine or to recover double the cost of the book / periodicals.
- ❖ The borrower will be responsible for the safe custody and return of the books borrowed on loan from the KMC.
- ❖ Whenever there is any increase in demand for a particular book(s) the University Librarian can call back the book(s).
- ❖ In case of emergency the University Librarian may recall a book at any time.
- ❖ Briefcase, bags, umbrella, lunchboxes and other personal belongings must be deposited at the property counter in the entrance of KMC.
- ❖ Eating, Sleeping and Talking loudly are strictly prohibited in the KMC.
- ❖ No material can be taken out of the KMC without permission if found necessary action will be taken on the users.

Any member who violates the rules and regulations of the KMC would be liable to lose the privilege of KMC membership and such violation will also be reported to the University higher authority.