<u>Instructions for submission of Library Membership Form</u>

1. All the fields in the application form are mandatory.

2. Be care full while filling up the form. The data will be exactly printed in Library Smart Card.

3. Submit the form to the circulation counter with duly forwarded (both side) by the Head of the Department.

4. Attach the Copy of Valid ID card (both side) issued by AIIMS.

5. Attach the Copy of Selection letter/ Memorandum (1st time applicant excluding students).

6. Library membership will be given after verification of the data and supporting documents.

7. You can collect your Library smart ID card from circulation counter and avail the lending facility of library documents after receiving the welcome letter on your registered email ID.