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Information Learning Services

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External Borrowers

Use of the library is free for all York St John University staff and students.

The library is part of Information Learning Services and is located within Fountains Learning Centre, which is at the Clarence Street entrance to the campus.

The library holds over 200,000 books and more than 1,200 print journals. There is also access to more than 10,000 ejournals and a growing collection of ebooks. A variety of study spaces in open and quiet study areas is available. Staff can help you at Question Point on the ground floor. Roving staff are also on hand throughout the building to offer assistance.

The York Teaching Hospital Library and Information Service is also located within Fountains (on the first floor).

Library Membership

The library is freely open to all for reference purposes. No prior admission arrangements are required. Library membership is available for a fee to members of the public and recent graduates of the university ('alumni').

What will I get for my membership?

Category	Time Period	Price per time period	IT Access
Alumni	12 months*	£10	Thirty 24hr logins
Members of the public living in York	12 months	£30**	Thirty 24hr logins
Members of public not living in York	12 months	£40	Thirty 24hr logins

*Registration must be completed within 6 months of finishing your course.

**Valid on production of an up-to-date York Card.

What is my book allocation?

You are allowed up to five 28-day loan items at any one time. This does not include items from York Teaching Hospital Library or any DVDs or CDs.

Please use the points in the Self Service and Returns areas to borrow and return all books and other items (except video cassettes and some other materials) with your library card. Please take care to note the due dates of items borrowed; these will appear on your receipt.

How do I apply?

You will need to visit us in person at the Question Point on the ground floor of the library. Please make sure you bring the following:

- Proof of identity (e.g. passport, driving licence)
- Proof of address (e.g. utility bill)
- Two passport-sized photographs
- Membership fee
- Up-to-date York Card (if applicable)

Using the library

Not enough copies of your textbook?

Help us to help you - [tell us what you need more of](#).

Need to Contact us?

Email:

Telephone: **01904 876696**

Twitter: **@YSJ_ILS**

Virtual Feedback Wall:

Visit us at the Question Point on the ground floor of the library.

What is this?

Other ways to contact us

Opening Hours

Please remember to carry your York St John Borrowers ID card at all times, as you may be asked to present it to staff, especially during evenings and weekends.

The ground floor of the library is open 24hrs throughout the year. For other floors, opening times can vary, so please visit our [opening hours page](#) for specific times if you are planning to visit us during vacation.

Photocopying

You will be unable to photocopy any items yourself, so please ask a member of staff. We can copy limited amounts of material subject to copyright law and completion of a copyright declaration form. Prices for photocopying are as follows (please note that the prices below are per sheet, not per side):

Type	Cost	
	Single-sided	Double-sided
A4 Black and White	5p	6p
A4 Colour	25p	46p
A3 Black and White	10p	16p
A3 Colour	35p	66p

Renewing and placing holds

If you wish to place a hold on an item, you will need to locate the item on our [library catalogue](#) and click on the 'place hold' option. If you need any help using our catalogue, please speak to a member of the library staff at the Question Point on the ground floor of the library.

Please note:

You will only be able to place holds on 28-day items where all copies are out on loan. We will notify you by email when it becomes available and it will be held in the Self-Service Holds area on the ground floor of the library for 7 days.

You can renew each item up to 7 times, providing your fines do not exceed £10 and the item does not have any holds. You can renew your items by any of the following methods:

- Visit our website and select 'library account' in the top right corner: www.yorks.ac.uk/library (library card number and PIN required)
- Call us on 01904 876696
- Visit our self-service points on the ground floor of the library (library card and PIN required)

Fines

Fines are payable for items returned late. You can continue to borrow if your fines remain below £10; fines of £10 or above will prevent borrowing. Fines for 28-day loans are charged at 10p per day. Emails are sent out to remind you when items are due for return. If you do not use email, notices to remind you of overdue items will not be sent until they are 14 days overdue.

If you need to pay your fines you can visit us at the Question Point or call us on 01904 876696.

Enquiry service and information skills

An enquiry service is operated from Question Point on the ground floor for advice on services, finding information, queries and using databases. Roving staff are also on hand throughout the building to offer assistance.

Access to electronic resources

A wide range of electronic resources is available through the library website including ebooks, e-journals and databases. Where licence terms permit, external users

registered for borrowing access may use the University's network on a guest basis for limited use of these resources, and the internet more generally, on the following terms:

- Logins must be obtained from Question Point (external borrowers are entitled to thirty 24hr logins per year).
- Access is limited to using non-restricted electronic resources and the internet. There is no access to network storage or printing facilities.

How we will contact you

We will contact you via email with any updates or reminders.

For further information about our services you can follow us on Twitter at @YSJ_ILS

[Contact Us](#) | [PDF](#)

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