

____/____/____
DD/MM/YYYY

Nanzan University Area Studies Research Center Library
Electronic Resources User Application Form

Director of Center for _____Studies

Name_____

Affiliation_____

User Card ID_____

Address_____

Phone_____

E-mail_____

Desired title of electronic resources	Desired date
	<u> / / </u> DD/MM/YYYY
	<u> / / </u> DD/MM/YYYY
	<u> / / </u> DD/MM/YYYY
	<u> / / </u> DD/MM/YYYY
	<u> / / </u> DD/MM/YYYY
	<u> / / </u> DD/MM/YYYY
	<u> / / </u> DD/MM/YYYY

I will comply with Electric Resources User Guide and the rules stated in terms and conditions of each publisher. I will not access to any electronic resources except for the titles in this application.

Signature_____

➤ Procedure for Use

1. Fill in this application form and submit via email to: library-a@nanzan-u.ac.jp, or facsimile to +81-52-832-6825, or bring in to Nanzan University Area Studies Research Center Library (NUASRCL) directly one week prior to your desired dates at the latest. **[Note]** 1) We recommend you to check Library Holidays and accessible electronic resources beforehand in our library's webpage*¹ and in our research center's webpage*² respectively. 2) Online access service in NUASRCL) is available between 10AM and 4:45PM.
2. Arranged and authorized permission will be sent to the email address in your application form. Please make sure to print it out and show it our receptionist upon your arrival to NUASRCL.
3. In case you do not obtain a user card for the Nanzan University Library as of the date you apply, please make sure to register for a user card at Nanzan University Library by the time of the designated date in the permission. Your user card will be issued then. As for necessary documents for registration, please refer to this webpage*³. (You cannot register for the user card at NUASRCL.)
4. Please come to NUASRCL on the designated date in the permission. Online access service is available only within this site not in Nanzan University Main Library. Our receptionist will assist you to login the computer. Please bring your own papers in case of printing.

➤ 1 <http://rci.nanzan-u.ac.jp/rc-ri/library/>

➤ 2 <http://rci.nanzan-u.ac.jp/america/ja/journal/>
<http://rci.nanzan-u.ac.jp/asiapacific/en/journal/>

➤ 3 <http://office.nanzan-u.ac.jp/library/guide/>

▼ Prohibited Actions

There are license agreements between each publisher and the Nanzan University about use of electronic resources. If you violate this, our access (from anywhere in Nanzan University) will be suspended.

- Use beyond personal research and educational purposes.
- Systematic downloading using specialized software.
- Massive manual downloading within a short period of time.
- Downloading a whole issue and downloading certain resources continuously.
Only displaying an article on your PC could be considered as downloading, in some cases.
- Changing content, format or media of the downloaded resource without the written permission by the copyright holder. Posting the content on the webpage.
- Making the downloaded information open to the public without the written permission by the copyright holder.

In the case of inappropriate use, considered as a violation of the terms and conditions of an e-resource, the access to the service from entire campus of Nanzan University may be suspended by the provider as well as may be taken legal action by the provider. **Please read and make yourself familiar with Copyright Law and Terms & Conditions stated in each publisher's page prior to use.**

▼Inquiry and Contact

Area Studies Research Center, Nanzan University
18 Yamasato-cho, Showa-ku, Nagoya, Aichi, Japan
Zipcode:466-8673
Phone:052-832-3111 Fax:052-832-6825
E-mail:library-a@nanzan-u.ac.jp