

# 学外からの 図書を取り寄せ



KULINEで読みたい図書を探しましたが、学内にはありませんでした。  
どうしたら入手できますか？



学外から図書を取り寄せることができます。往復の送料等がかかります。

## 申込

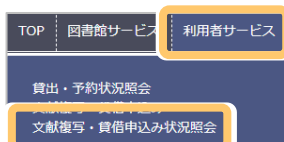
KULINEで「蔵書検索」→「他大学検索」→依頼



支払方法	窓口・受取・返却	注意事項
公費 (研究室予算)	所属図書館・室	公費を使用するには、事前に 支払責任者(研究室の代表教員等)の承認と予算部署の登録が必要です。 初回に「文献取寄公費利用申請書」をご提出ください。 公費利用申請書の入手はこちらから！ 図書館機構ウェブサイト>総合利用案内>図書やコピーの取寄せ
私費	一部図書館・室 …附属、宇治、吉田南、医学、 薬学、農学、理中央、人文研、 地球環境学堂	同一構内・隣合う構内の図書館・室が所蔵している資料は、 直接、図書館・室を訪問してご利用ください。

## 確認

取り寄せ状況の照会、受け取り



図書の用意ができましたらメールでご連絡します。  
「文献複写・貸借申込み状況照会」で依頼状況や返却期限日を確認できます。



# R equest Books from Other Institutions

I searched for the book I need on KULINE, but I could not find it in Kyoto University (KU) libraries. How can I get it?

You can **request books** from other institutions. The shipping costs, etc. will be charged.

## Apply

KULINE: "KU Search" → "Other Univ" search → Apply



**[1. KU Libraries]**  
"KU Search" on KULINE

**No holdings in KU libraries**

Not found on campus. Search and search for another word, please. Or, please click the link button.

**KU libraries' holdings available**

Volume	Location	Call No.	Barcode No.	Status	Comments	Reserve	Copy	V-Shelf
Uji Library New arrivals		519.15 JOGU	200043773577			Reserve	Copy	V-Shelf

If the book is held by the same campus library, please visit and use it directly.  
If the book is held by the library of other campus, please click the "Reserve" button to apply.

Request books from other campus

**[2. Other institutions]**  
"Other Univ" search on KULINE

If you can find the book on "Other Univ" search, please click **ILL** to apply.

**No hits on KULINE**

If you cannot find the book on KULINE, please apply from "InterLibraryLoan/Photocopy Request".

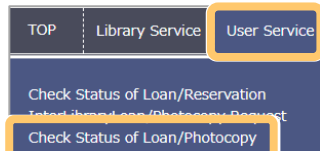
**[3. Entering required information]**

Please log in with your ECS-ID/SPS-ID, enter required information, and confirm your application.

Payment	Receive/Return	Notes
<b>Public Expense</b> (Laboratory budget)	The library you belong to	Please submit "Application for MyKULINE" to the counter at the first time. (Signature or seal of the person responsible for the budget is required.) Application form can be downloaded from the link on the bottom left.
<b>Private Expense</b>	Main, Yoshida-South, Medical, Pharmaceutical, Agriculture, Science Common, Humanities, Global Environmental studies	If you wish to use materials held at libraries on same or neighboring campuses, please visit the library directly.

## Confirm

Check the status of your request, Receive the books



We will email you when the books are ready.  
You can check the status of your request and return due date from "Check Status of Loan/Photocopy".

