

# 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

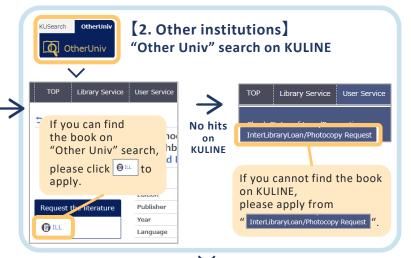




If the book is held by the library of other campus, please click the "Reserve" button to apply.



Request books from other campus



## (3. Entering required information )

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

Payment	Receive/Return	Notes
Public Expense (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.
Private Expense	Main, Yoshida-South, Katsura, Uji, Medical, Pharmaceutical, Agriculture, Science Common, Humanities,	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.

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You can check the status of your request and return due date from "Check Status of Loan/Photocopy".