

國立中興大學圖書館校外人士進館須知（中英文版）

97 年 12 月 19 日第 37 次圖書館主管會報通過

98 年 08 月 06 日第 18 次主管會報修正通過

112 年 11 月 28 日 112 年第 7 次主管會議修正通過

- 一、校外人士須年滿十八歲，憑藉有效之身分證件（身分證、駕照、含照片之健保卡等）註冊、登記入館閱覽；若未滿 18 歲之高三學生須再提供該校學生證供查核、註冊及登記入館閱覽。
- 二、為保障本校學生及教師的權益，同一時段校外人士進館人數限制以 200 人為限；本館將依實際情況適度調整進館人數。期中、期末考試期間暫不提供校外人士進館。
- 三、讀者所登記之悠遊卡等晶片卡限本人使用，不得轉借、交換、複製證號重複使用，違者依本館讀者違規處理辦法暫停入館 3 個月。
- 四、讀者入館應遵守本館各項規則及規定事項，並確實刷進出館，共同維護館內閱覽環境品質。
- 五、本須知經圖書館主管會議通過後公布施行，修正時亦同。

Instructions for External Visitors to the National Chung Hsing University Library

Approved by the 37th Library Executive Meeting on December 19, 2008

Revision approved by the 18th Library Executive Meeting on August 6, 2009

Revision approved by the 7th Executive Meeting of 2023 on November 28, 2023

1. External visitors must be at least 18 years old and are required to **register and check** in with valid identification (ID card, driver's license, or health insurance card with a photo) to access the Library. Third-year senior high school students under the age of 18 must **present their student ID for verification, registration, and access to the Library.**
2. To protect the rights and interests of the University's students and faculty, the number of external visitors allowed in the Library at the same time is limited to 200. The Library will adjust the number of visitors based on actual conditions. During mid-term and final examination periods, access for external visitors will be temporarily suspended.
 - **The registered EasyCard or other chip cards are for personal use only** and may not be loaned, exchanged, or duplicated for reuse. **Violators will be subject to a 3-month suspension of library access** in accordance with the Library Rules for Reader Violations.
3. Readers must comply with all library rules and regulations, **ensure valid card swiping when entering and exiting the library**, and jointly maintain the quality of the reading environment.
4. **These Rules are published and implemented after approval by the Executive Meeting. The same shall be applicable to any amendment hereof.**