

To Residents in Hiratsuka City, Hadano City, Isehara City, Chigasaki City and Ninomiya Town

Tokai University Libraries (Shonan Campus and Isehara Campus), aiming to contribute to cultural developments in the community and assisting its local residents' lifelong learning, are open for local residents who have specific research interests.

1. Eligible Areas

Residents of these communities may apply for library privileges:

- (1) Hiratsuka City
- (2) Hadano City
- (3) Isehara City
- (4) Chigasaki City
- (5) Ninomiya Town

2. Available Libraries / Genre of Books /Services / Open Hours

● Shonan Campus

Central Library, Bldg 4: General

Library, Bldg 11: Literature, Economics and Law

Library, Bldg 12: Science and Engineering

Library, Bldg 13: Art, Music and Social Science

★Services : Browsing and photocopying (all members) ; and Lending (Class B Member only)

★Open Hours

Regular Hours (During semesters) Mon.-Fri. / 9:00-22:00 Sat. / 9:00-19:00

Holiday Hours (During school vacations) Mon.-Fri. / 9:00-17:00 Sat. / 9:00-16:00

● Isehara Campus

Library, Bldg 1: Medicine, Life Science

Library, Bldg 3: Nursing Science, Social Welfare

★Services : Browsing, Photocopying

★Open Hours:

Library, Bldg1. Mon.-Fri. / 9:00-17:00 Sat. / 9:00-15:00

Library, Bldg3. Mon.-Fri. / 9:30-17:00 Sat. / 9:30-15:00

* Please visit our website to check the latest library calendar!

3. Qualifications for Use

You may apply for library privileges if you **fulfill all the following conditions**:

- (1) You are registered as a resident or did your foreign registration in Hiratsuka City, Hadano City, Isehara City, Chigasaki City or Ninomiya Town.
- (2) You are over 18 years of age.
(Registration is **NOT** open to: high school or vocational college students; faculty, staff or students of other universities; and those doing research for commercial purposes.)
- (3) You are a registered user of Hiratsuka City Library, Hadano City Library, Isehara City Library, Chigasaki City Library or Ninomiya Public Library.
- (4) You have a specific research topic in mind.
(Profit-oriented research is prohibited)

4. User's Status and Available Services

(1) Membership A

- Browsing
- Photocopying

(2) Membership B

- Browsing
- Photocopying
- Borrowing (Up to 3 books for 2 weeks at any library on Shonan Campus)

E-Journals and other electronic databases are not available to the general public.

5. How do I apply for a Library card?

Please have the following 2 forms of IDs ready when you apply for registration at our Library.

- 1) Driver's License , Health Insurance Card , Resident Card or other government-issued ID which can confirm your present address and age
- 2) Your Public Library Card from Hiratsuka, Hadano, Isehara, Chigasaki or Ninomiya

★Membership A

You can apply at your local public library, or Tokai University Central Library, Bldg. 4, 2nd floor, Shonan Campus

Class A membership is **free of charge**.

Attention! You can NOT apply for a membership card at Ninomiya Public library.

★ Membership B

Please apply at Tokai University Central Library, Bldg. 4, 2nd floor, Shonan campus

Registration fees for class B membership are as follows:

Application from March to August: **1,000 yen**

Application from September to February: **500 yen**

*The payment process will be explained at the time of application.

【Application Hours】 Mon.-Fri. 9:00-16:30 / Sat. 9:00-15:30

NOTICE: You will NOT be allowed to check out books on the day you apply.

6. Notes

- (1) We do NOT take responsibility for any accidents, or lost or stolen items in the library or on campus.
- (2) Visitors arriving by car must stop at the guard station at the South, East or Matsumae gates and apply for a temporary permit to use an off-campus parking lot.
- (3) Any offensive behavior will result in loss of library privileges.

<Website of Hiratsuka City Library >	https://www.lib.city.hiratsuka.kanagawa.jp/
<Website of Hadano City Library>	https://opac.city.hadano.kanagawa.jp/
<Website of Isehara City Library>	http://www.lib-isehara.jp/
<Website of Chigasaki City Library>	https://www.lib.chigasaki.kanagawa.jp/
<Website of Ninomiya Public Library>	https://www.ninomiya-public-library.jp/