



Borrowing between Libraries

Students and staff from Manukau Institute of Technology and Unitec Institute of Technology may borrow library materials from each other's collections.

What is required?

- Fill in an enrolment form before you borrow items from the host institution for the first time.
- Use your current student or staff ID card when you borrow items.

What can you borrow?

- All items from the host library's **physical lending collections** may be borrowed although desk loan/course reserve collections may be excluded depending on demand.
- This service excludes online resources and interlibrary loans. To use online resources, including databases, please use your home institute's library website.

How much does it cost?

- There is no charge for this service.

Where do I return borrowed items?

Take items back to the library you borrowed them from.

Borrowing Policies

- Each library has its own policies regarding loan periods, the number of items that can be borrowed and overdue charges. See the appropriate library's website for more details.
 - Manukau Institute of Technology Library policy - <http://library.manukau.ac.nz/pdfs/mitcirculationpolicy2013.pdf>
 - Unitec Library's policy - <http://library.unitec.ac.nz/services/borrowing.htm>
- To renew items please contact the relevant library by phone or email.
- Items must be borrowed in person. This service does not apply to email or phone requests.
- Please note: Borrowing from other libraries is a privilege. By requesting this service, you are indicating your willingness to abide by the rules and borrowing policies of the library that is providing this service.

We hope you enjoy borrowing from the combined collections and look forward to welcoming you at both institution's libraries in the near future.

Contact Details

Manukau Institute of Technology Library

Telephone 09 968 8777

Email ask-us@manukau.ac.nz

Homepage <http://library.manukau.ac.nz/>

Unitec Institute of Technology Library

Telephone 09 8154185

Email library@unitec.ac.nz

Homepage <http://library.unitec.ac.nz/>