

THE AGA KHAN UNIVERSITY INSTITUTE FOR EDUCATIONAL DEVELOPMENT | LIBRARY

Block - A, IED-PDC, 1-5/B-VII, Federal B. Area, Karimabad
P.O. Box 13688, Karachi 75950, Pakistan

EXTERNAL MEMBERSHIP PROCEDURE

1. External users are required to apply for membership through a written application or sending an email to the library management (ied.library@aku.edu) with the attachment of a reference letter from their organization, stating the purpose and duration of the library access.
2. Fill out membership form and submit it physically or electronically.
3. The library management will process the membership application and send confirmation letter (by post or email) granting external membership, once the request is processed and approved.
4. Transfer the relevant fee amount to the provided bank account number and share the proof with library.

CATEGORIES OF EXTERNAL USERS

The following are categories of external membership:

- **Individual Members**
Persons engaged in scholarly research and affiliated with any national and international universities/college.
- **Corporate Members**
All governmental, semi-governmental, non-governmental organizations and private sector organizations engaged in scholarly research.

MEMBERSHIP FEE

Individual membership	- PKR 10,000/- per year
Corporate membership	- PKR 25,000/- per year (max 5 members at a time to visit library)

PRIVILEGES

External members can avail following services:

- Access the library on-line catalogue (SAFARI)
- Access library's electronic resources (only on campus)
- Access Internet for research activities within the library premises.
- Borrow books from library.
 - Corporate members (altogether) can borrow up to 5 books at a time for the period of 7 days.
 - Individual members can borrow up to 2 books at a time for a period of 7 days.
 - Corporate Members who wish to borrow items must place their requests 1 day in advance.

LIBRARY HOURS

The library is open daily between 8:00 am. to 8:00 pm. from Monday to Friday, and from 9:00 am. to 4:00 pm. on Saturdays, library will remain closed on Sundays.