# Request Books from Other Institutions



I searched for the book I needed 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.

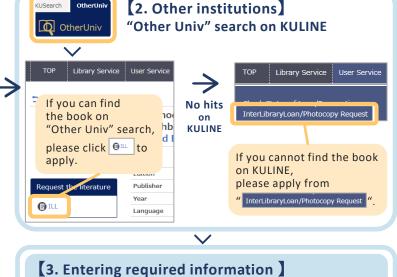


## Apply

# KULINE: "KU Search" → "Other Univ" search → Apply







Please log in with your ECS-ID/SPS-ID, enter required

information, and confirm your application.

Request books from other campus

Payment	Receive/Return	Notes
Private Expense	Katsura Library	If you belong to Katsura Library, you can receive/return books at Katsura Library.
	Main Library	If you belong to the North/South Library, you cannot receive/return books at the North/South Library.  Please receive/return books at the Main Library.  ILL from other institutions
Public Expense (Laboratory budget)	The library you belong to	Please submit "Application Form for Photocopy/Interlibrary Loan at Public
	e.g., • Katsura Library • The North Library • The South Library etc.	Expense" to the counter at the first time. (A signature or seal of the person responsible for the budget is required.)
		The application form can be downloaded from the link on the bottom left.

## Confirm

# Check the status of your request, Receive the books



We will email you when the books are ready.

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

