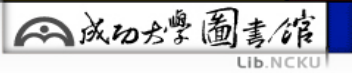


## National Cheng Kung University Library Guideline for University Periodicals Printing Service

Approved on Sept. 13, 2002 by Library Affairs Meeting  
Approved on Jun. 9, 2006 by Library Affairs Meeting  
Approved on Jan. 15, 2009 by Library Affairs Meeting

- I. This guideline is specially made with the intention to provide convenience service for the faculty, staff and students of the University to use print journals owned by the University Library.
- II. Service contents:  
Photocopies of journal articles owned by the University Library.
- III. Eligible user:  
All NCKU faculty, staff, students (enrolled for the current term) and corporate members of the Library.
- IV. Service location and telephone:
  1. Service desk on the 3rd floor of Main Library (06-2757575 ext. 65741).
  2. Circulation desk of Medical library (06-2353535 ext. 5159).
- V. Service hours:  
Online application is available anytime via Internet.
- VI. Limitation for service:  
According to the Article 48 of the Copyright Act, this service is provided to users solely for the purpose of research and private study, and only one single copy of the requested article may be reproduced. Anything not specified here regarding to printing service will be subjected to the governance of the Copyright Act.
- VII. Application method:
  1. All applications must be submitted online via the 「Nationwide Document Delivery System」 website.
  2. Lending library must be selected as either the 「National Cheng Kung University Library」 or the 「National Cheng Kung University Medical Library」.
- VIII. Fee and charges:  
NT\$3 per A4 page.
- IX. Delivery:  
Pickup photocopies at the selected library after fees being collected.
- X. Turnaround time:



1 to 2 working days.

- XI. This guideline is effective after approval of the Library Affairs Meeting. Future amendments follow the same procedures.

Note:

1. This is a translated version. All the contents shall be based on the Chinese original.
2. In case of any discrepancy between the English translation and the Chinese version, the Chinese version published on NCKU's official website shall prevail.
3. If there are any changes made to the Acts or regulations, the application instruction shall be based on amended regulation.