RAK Medical & Health Sciences University
Library Professional Membership Guidelines

1. Professional Membership:
The Central Library primarily serves the members of the RAK MHSU community - Students, Faculty and Staff. It provides library services and access to information that support and enhances their research, teaching and learning activities. In addition, it also has limited services for Professional members. Certainly, the impressive collection of RAK MHSU Central library has many things to interest you and make your membership pleasurable.

2. Eligibility:
Only UAE based Faculty Members, Research Scholars and Corporate Executives are eligible for Professional Membership, in their individual capacity.

3. Services:
- Reference and Information Service
- Photocopying Service on payment

4. Fee:
- AED 2000/- as One Year Membership Fee (Annual)
- AED 1000/- as Six months Membership Fee
- AED 200/- as One month Membership Fee
- ID Card Fees – AED 50/-

5. Process:
- The Form and guidelines for the memberships are available online at University Website - https://www.rakmhsu.ac.ae/membership-program. Fill up the details and submit the form.
- The application and membership are subject to the approval of the Vice President of Research and Post Graduate Studies.
- After approval of the Vice President, the fees should be submitted to the finance department.
- Member should carry the Professional identity card at the time of visit to the Central Library.
- We would intimate you 10 days in advance regarding the renewal of Membership.
- The Annual Membership charges are subject to change as per the changes in the policy.

6. Regulation:
- No Academic Book / Journal / Magazine / Text book / Reference book would be issued out.
- The Membership card shouldn't be misused for any other purposes at campus. In case of loss of the Membership card, AED 50/- would be charged towards issuing a new card.
- The membership is non-transferable. Only the designated people can make use of the Membership card.
- The University has the right to change or cancel the Library Membership of any Member if found, violating the rules and regulations, continuously.
- The Central Library strictly follows the copyright laws and members are expected to abide by it.
- The printing/photocopying charges would be charged at AED 0.25 per A4 sheet.

7. Required Documents:
- One Passport size photographs
- Photocopy of ID Card issued by UAE Government / Passport

8. Contact details:
You can reach any of our staff for any specific reference query; we would help you in addressing your queries at our earliest. You can reach us at +971-7-2043000 (Extn: 171) or by email library@rakmhsu.ac.ae