Procedure for obtaining an online user permit for the students belonging to "Iuliu Hațieganu" University of Medicine and Pharmacy Cluj-Napoca

- 1. Follow the steps indicated in the Pre-registration guide, available at the following link: <u>http://www.umfcluj.ro/en/component/k2/item/791-libacc-uk</u>
- 2. After filling in the form from the **Register** section (top right) with your personal information, click **Finish**.
- 3. Send an e-mail to <u>bibliotecaumf@umfcluj.ro</u> containing an attachment of your ID card/passport/residence permit etc (an official document clearly stating your identity), and type in "New Subscriber" in the subject field.
- 4. Please specify your status in the content of the e-mail (for example, 1st year student, General Medicine, line of study Romanian, or 3rd year student, Pharmacy, line od study French, or 4th year student, General Medicine, line of study English, MA degree student, 1st year Faculty of Dental Medicine, Specialty Forensic Dentistry etc)
- 5. Your request will be processed at the earliest possible date by a member of the library staff. When it receives approval, the username will be automatically sent to your e-mail address, allowing you to enjoy the full the benefits of a user's account.
- 6. On your next visit at the library (IVth floor on 8, Victor Babeş street) you will be given the user permit, after a photograph of you is taken in order for the whole process to be completed.