

Schedule of Fees and Charges

Schedule of Fees and Charges of the WU University Library

Valid as of: October 4, 2017

Issued by Nikolaus Berger, Library Director

§ 1 Library cards can be issued free of charge to all WU students, faculty, and staff, and to students of upper secondary and vocational secondary schools. A one-time registration fee of € 10.00 applies for students, faculty, and staff of other Austrian public or private universities and universities of applied sciences. All other library users can obtain a library card for an annual fee of € 15.00. Alternatively, a temporary card (valid for one month) can be issued for € 5.00. Without exception, all fees are payable at the time the library card is issued or renewed.

§ 2 Replacement/duplicate library cards are subject to a fee of € 5.00. One-day replacement library cards are available for a fee of € 3.00 to holders of a valid library access card who wish to use the library but do not have their library card with them.

§ 3 Persons who fall under § 8 (3) letter c of the WU Library Regulations are required to pay a security deposit of € 220.00 before a library card can be issued. This deposit will be refunded when the library card is returned. If the library card is not returned within one year after expiration, then the card holder forfeits his or her right to a return of the security deposit.

§ 4 Pursuant to § 10 of the WU Library Regulations, fees will be charged for borrowed materials returned after the due date. These fines amount to € 0.40 per overdue item and day. Costs incurred during collection will be charged to the card holder.

§ 5 Fees and expenses resulting from inter-library loans pursuant to § 11 (3) and (4) of the WU Library Regulations shall be borne by the card holder.

Standard costs per medium:

from Austria: € 2.00

from outside Austria: € 10.00

Any additional expenses charged by the lending library (e.g. copyright fees) will be charged to the card holder.

§ 6 Expenses for the acquisition of library media (e.g. document delivery services) will be charged to the card holder in full.

§ 7 Replacement costs of lost or damaged books are as follows:

- a) If the book is still in print and available for purchase: The card holder shall purchase a replacement copy of the book and hand it in to the circulation desk. No further charges will apply.
- b) If the book is out of print or otherwise unavailable, a replacement fee of € 30.00 applies (to cover copying and binding costs).

§ 8 Replacement carrel access cards and/or carrel locker keys are subject to a fee of € 40 in each case.

§ 9 All fees are settled by cashless payment at the payment machine in the LC building.

§ 10 This Schedule of Fees and Charges takes effect the day after its publication in the WU Bulletin (Mitteilungsblatt).