

## Statement

.....(name of student)

does NOT have any books on loan or outstanding fees in the  
*Library of the School of English and American Studies (SEAS).*

.....

(signature of librarian + date + stamp)

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Please read the following carefully

### **Brief information on library regulations in SEAS Library**

ERASMUS and other exchange students spending at least one semester at ELTE may use and borrow from the **Library of the School of English and American Studies (SEAS)** provided they have taken at least ONE course given by SEAS (as recorded on the Student Guest Application Form). The Student Guest Application Form must be shown to Dr. Attila Starcevic (SEAS Erasmus coordinator) for a signature prior to contacting SEAS Library.

The student card and a passport or a personal identification card must be presented for registration. The rules of SEAS Library apply to foreign students, too. In case someone loses a book/books, they must buy a new copy or pay for replacement as calculated by the librarian.

Students must return all the materials/books to SEAS Library before they request the validation of their List of Courses and Transcript of Records at the end of semester. *Each student must return the above Statement to Dr. Attila Starcevic at the end of semester for a clearing signature.* The signed List of Courses and Transcript of Records can only then be submitted in the International Relations Office to Mr. Sándor Balaci (ERASMUS Faculty administrative coordinator) for a final signature. In light of this, before contacting Dr. Attila Starcevic the **Statement** above MUST be filled out and stamped by a member of the SEAS Library. *The List of Courses and Transcript of Records will be invalid without the signatures of the two persons (Starcevic/Balaci) in charge.*

I have fully understood and acknowledged the content of the text from above and I am aware that the official List of Courses and Transcript of Records will only be validated/signed and issued at the end of my study period if I have complied with SEAS Library regulations.

Date:.....

Student's signature:.....

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(to be detached)

I have signed the statement concerning library regulations of SEAS.

Date: .....

Name (in block capitals): .....

Signed: .....