

How on-campus users request a library card via API

- ① Access from the site to API.
- ② Select 'Review Permission' to continue.

本館HP>『利用案内』
「利用申請フォーム入力による申し込み方法」

国際生利用申し込み

「学外の方」は、こちらをご覧ください↓【**要領外の方へ**】

▶ **利用規約**のダウンロードをお持ちの方は、「**利用申し込みフォーム**」から、または「**利用規約**の英文版・研究資料およびセンター・とまなび研究資料（研究）掲載ページが対象となります」

（*1）ご利用のブラウザが、スマホ、PCの設置によっては「**利用申し込みフォーム**」から入力できず
よる場合がありますのでご注意ください。

（*2）**研究資料の掲載状況**（利用規約）を日本時間としてご利用下さいますので、お持ちの組合
教職員の所属国と異なる場合もございます。発行される可能性がありますので、事前に所属の

利用申し込みフォーム入力による申込方法

① **アクセス方法**を参照 → **アクセス方法**（日本語） [\(how to access \(English version\)\)](#)

② **申請フォーム入力** → **申請フォーム**（日本語） [\(e-form \(English version\)\)](#)

③ **入力内容の確認** → **入力内容確認**（日本語） [\(check input \(English version\)\)](#)

④ **入力内容の送信** → **入力内容送信**（日本語） [\(submit input \(English version\)\)](#)



Google Apps Script

利用申請 (学内者) (Unverified)

The developer of 利用申請 (学内者) ,
haruo.seto.d@tohoku.ac.jp, needs your permission to
access your data on Google.

When reviewing permissions, consider whether you
trust 利用申請 (学内者) .

CANCEL REVIEW PERMISSIONS

- ③ Choose your Tohoku Univ. account.

 Sign in with Google

Choose an account from
dc.tohoku.ac.jp

to continue to 利用申請 (学内者)

[REDACTED]

 Use another account

To continue, Google will share your name, email address, language preference, and profile picture with 利用申請（学内者）.



- ⑤ Fill in the form to apply for a library card.

【e-form】 Library Card of Tohoku Univ.

You must fulfill all conditions below when applying through this website.

- You must be a member of one of **Kawauchi Campus** departments.
- You do not have a magnetic Tohoku University ID card.

※ You must use the faculty ID card if you are a staff member.

Please double check with your Department regarding the issuance of the faculty ID card.

You must fill in the blanks marked with ✖

Select "Reissue" if your ID card does not work, or you have lost it.

Select "Renew" if your ID card does not work, or you have lost it.

New / Renew 

Name 

First Name

Family Name

Kana 

(Enter full-width katakana)

First Name

Family Name

Birthday 



Condition 

Part-time staff and researchers please select "faculty member B".

- ④ Choose 'Allow' to access API.

利用申請 (学内者) wants to
access your Google Account
@dc.tohoku.ac.jp

This will allow 利用申請（学内者） to:

- Read, compose, send, and permanently delete all your email from Gmail
- See, edit, create, and delete all your Google Sheets spreadsheets

Make sure you trust 利用申請（学内者）

You may be sharing sensitive info with this site or app. You can always see or remove access in your [Google Account](#).

Learn how Google helps you [share data safely](#).

See [利用申請（学内者）'s Privacy Policy and Terms of Service](#).

Cancel Allow

Please refer to the comments to fill in each field.

Field marked with 「✖」 are required.

After completing and confirming all fields, click on 'Send'.

An email confirming your application will be sent to your Tohoku University email address after clicking on 'Send'.

You will be contacted via your Tohoku University e-mail when your library card is ready.

When you come to pick up your library card, please be sure to bring an identification document.

(Example: Student ID card, notification of working conditions, etc.)