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Universitäts- und
Landesbibliothek Darmstadt

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Service and Information

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🏠 www.ulb.tu-darmstadt.de

Where do I get a library card?

Service and Information (ULB Stadtmitte), HRZ

Students of the TU Darmstadt receive the „Athene-Karte“ automatically when they enroll at the registration office. The „Athene-Karte“ entitles you to use all services of the library. In case you did not receive the „Athene-Karte“ and are a regular member of the TU Darmstadt, please consult the university computer centre (HRZ).

If you are not a member of the TU Darmstadt, please register for the „ULB-Karte“. On the ground floor at ULB Stadtmitte we provide computers to fill out the application form. The form is also available on our homepage, you can fill it out at home and bring it along to get your library card.

Furthermore you need your identity card and a photo. You can either upload the photo yourself or make a photo at the counter.

People from abroad need their passports and their registration forms (official confirmation of your place of residence in Germany = Meldebescheinigung).

How and where to use the library card?



You will need a library card to

- use lockers (ground floor - EG, foyer)
- borrow books
- order media from closed stacks (via all computers in the library and remote access)
- reserve deposit boxes
- reserve group study rooms
- consult certain databases, e.g. databases of technical standards
- Payment function (reminder fees, refectories/cafeteria of the student union)

Which personal belongings are allowed in the library?

You are allowed to bring the following items with you:

- personal working materials
- own and borrowed books
- laptops, notebooks or similar
- mobile phones if muted before entering the library
- water in clear plastic bottles
- outer wear like jackets or coats
- bags or similar

Items that are NOT to be brought into the rese-

arch areas include:

- food and beverages other than water in clear plastic bottles

How and where to lock my jacket and bag?



lockers (ground floor, foyer)

To use the locking-system please first activate your library card at the magnetic field in the first row of lockers. To lock and open the locker press your library card (Athene-/ULB-Karte) against the knob until the lock catches.

The lockers should be emptied after 8 hours, after this time the library will charge regular overdue fees.

Do not lock valuable property, the library is not responsible for any loss.

Where to work and study?



1st to 3rd floor (OG 1 to OG 3)

You will find research areas on all upper floors. The desks can be taken without reservation.

Additionally we offer 38 research carrels and 7 group study rooms on the upper floors.

How to book a research carrel?

How to book a deposit box for working materials in the upper floors?



Service and Information desk
(ground floor - EG)

Deposit boxes and carrels are available without reservation.

The keys for deposit boxes are handed out and can be given back at the Service and Information desk.

How to book a group study room?



application form

Library members can book a group study room by themselves using the web interface on our website.

Where to get help?



Service and Information (ground floor - EG),
offices (1st and 3rd floor)

For questions concerning loan or interlibrary loan please contact the Service and Information desk on the ground floor.

For general questions concerning our library services, e.g. how to use the online catalogue, how to find journals and articles, please ask in the offices.

Where to find scanners?



Ground floor (EG), 1st to 3rd floor (OG 1 - OG 3)

On all floors we provide book scanners in self service. Scans can be saved on a brought USB flash drive or sent by e-mail.

Where to collect ordered books?

Collection shelf, Service and information desk
(ground floor - EG)

Media ordered from closed stacks can be found at the collection shelf. Non-lendable media, e.g. older and precious books, are handed out at the Service and Information desk on the ground floor.

How to find books in a certain subject?

textbook collection (EG), research areas 1st to 3rd floor (OG 1 to OG 3)

Most of the books in the research areas are shelved according to a German classification system called „Regensburger Verbundklassifikation“ (RVK). This classification system organizes library material according to 33 branches of knowledge labelled A to Z which are further divided by additional capital letters and a set of numbers. A detailed breakdown of the categories can be viewed online on our website.

 lockers
EG Foyer


 information
EG, 1, 3


 WC
UG – 3


 WC
EG

 scanner
EG – 3

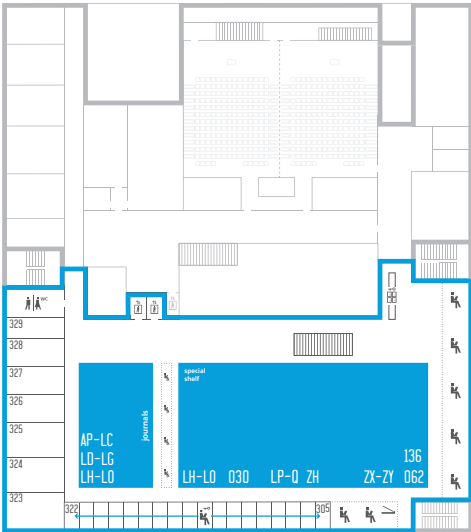
 deposit boxes
1 – 3

 research carrels
1 – 3

 group study
rooms
2

 research
area
1 – 3

 cafeteria
EG



Team Team Natural Sciences, Engineering, Culture and Architecture
323 – 328

Communication Science	AP
Theology	B
Philosophy	CA-CK
Psychology	CL-CZ
Educational Science	D
Linguistics, Literature and Philology	E-K
Ethnology	LA-LC
Classical Archaeology	LD-LC
History of Arts	LH-LO 030

Music	LP-LY
Political Science	MA-ML
Sociology	MN-MW
History	N
Law	P
Economics	Q
Architecture	ZH
Werkbund	136
Sports	ZX-ZY

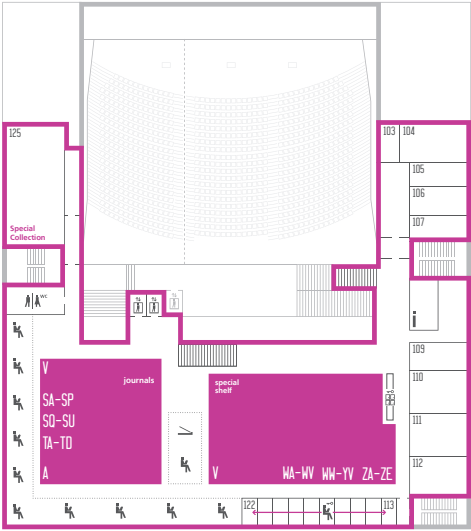
Physics, Geography and Engineering



Geography	R
Geology und Paleontology	TE-TZ
Physics	U
Mechanics	UF
Mineralogy	UQ 6000
Metallurgy	UQ 7000
Geophysics, Meteorology	UT
General Engineering	ZG
Civil Engineering	ZI 008 021

Mining and Metallurgy	ZK
Mechanical Engineering	ZL
Materials Sciences and Manufacturing	ZM
Electrical Engineering	ZN
Traffic, Transport	ZO
Power Engineering	ZP
Measurement Engineering	ZQ
Control Engineering	ZQ
Handcraft, Trade	ZS

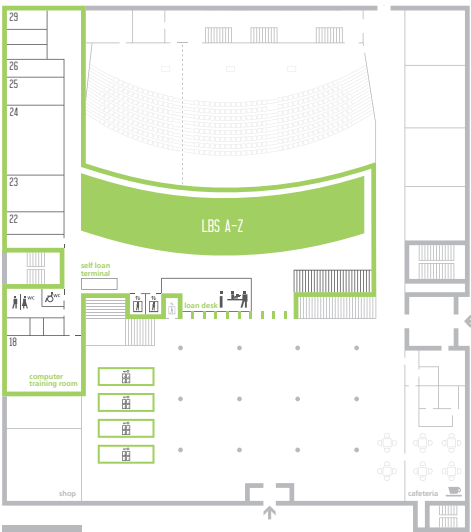
Natural Sciences



Team Natural Sciences and Mechanical Engineering, Culture and Architecture
103, 105, 107, 110–112
Special Collection 125

General	A (WITHOUT AP)
Mathematics	SA-SP
Computer Science	SQ-SU
Natural Sciences	TA-TD
Chemistry and Pharmacy	V
Biology	WA-WU
Medicine	WW-YV
Agriculture, Forestry Horticulture, Fishery, Domestic Economy	ZA-ZE

Textbook Collection, Loan Department



Service and Information
Collection and return shelves
Payment machine
Computer Training Room 18
Conference Room 24
Entrance | Exit

Textbook Collection LBS A-Z