



APPLYING FOR NYSL CARD

As a New York state employee, you are eligible to access resources from the New York State Library. To access these resources, you must first register with the state library to gain remote access.

IF YOU ARE A PHYSICIAN

- Download the [Borrower's Card Application](#) in PDF. Fill out the requested information and save the completed PDF on your computer.
- Make a photocopy any personal photo ID that provides your current address (e.g. NYS Driver's license)
- Verify your status as a physician by providing ONE of the following
 - Physician license number
 - Copy of your Downstate ID that identifies you as a physician
 - Listing in a current medical directory
 - Copy of your membership card from the AMA or Medical Society of the State of NY.
- Email the completed borrower form, along with the copies of the two supporting documents to nyslcirc@nysed.gov

IF YOU ARE A SUNY DOWNSTATE EMPLOYEE

- Download the [Borrower's Card Application](#) in PDF. Fill out the requested information and save the completed PDF on your computer.
- Verify your status as a NY State government employee by providing **ONE** of the following
 - A copy of your Downstate Medical Center ID with the expiration date (**NOTE:** this is the easiest method of proof to provide)
 - A copy of current paycheck stub along with a copy of state agency ID card (if no expiration date shown).
 - A copy of current paycheck stub along with a copy of current NYS photo ID (e.g. driver's license).
- Email the completed borrower form, along with the copies of the supporting documents to nyslcirc@nysed.gov

IF YOU ARE A SUNY DOWNSTATE STUDENT

- Download the [Borrower's Card Application](#) in PDF. Fill out the requested information and save the completed PDF on your computer.
- Make a copy of ONE of the following as supporting documentation
 - Current New York State Driver's license
 - Current photo ID issued by NY State DMV
 - Any other current photo ID that includes your NY state address
 - Any current photo ID along with a piece of official mail (e.g. phone or utility bill) that includes your current NY state address.
- Email the completed borrower form, along with the copies of the supporting documents to nyslcirc@nysed.gov

If you need assistance in registering and accessing the State Library, please come to the service desk or contact the library.