TAFE NSW students can now renew loans online via the TAFEcat – TAFE NSW Library Network Catalogue. Your user account called "My Account" also contains information specific to you.

**LOGIN**

- Log in at the top right of the screen with your:
  - TAFEcard barcode (eg. 25555000000000)
  - PIN (Personal Identification Number)

- You need to contact your local TAFE NSW Library to request a PIN or use the PIN request form on our website (click on the Ask a Librarian link). To keep your information private, do not share your PIN with anyone.

**IN MY ACCOUNT, YOU CAN:**

1. View information about current library transactions (**Review My Account**).
2. Change your PIN (**User PIN Change**).
3. Renew your loans (**Renew My Materials**).
REVIEW YOUR ACCOUNT

1. Click Review My Account.
2. You can view current loans, due dates, holds and amounts owed.

CHANGE YOUR PIN

1. Click User PIN Change.
2. Enter your TAFEcard barcode and your current PIN.
3. In the Enter New PIN box, type a new PIN no longer than 10 characters.
4. In the Re-enter New PIN box, type the same PIN.
5. Click Change PIN to change your PIN or Reset to start over.

RENEW YOUR LOANS

1. Click Renew My Materials.
2. Select the Select Items to Renew or Renew All check boxes.
3. If you are renewing selected items, select the check box next to the items you want to renew.
4. Click Renew Selected Items to renew your materials, or click Clear Selections to start over.

NOTE: If one of your loans is overdue, you won’t be able to renew any loans online.

LOG OUT

1. Click on [Click here to logout when finished] located in the upper right-hand corner.