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**

- Login 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.