

Supplementary Information on using the Libraries

To all graduate students in the Graduate School of Economics,

April 1, 2025

Service Section of the Library of Economics,
the University of Tokyo

1. The University of Tokyo Library System and the Library of Economics

The University of Tokyo Library System consists of three Main Libraries: General Library, Komaba Library, Kashiwa Library, and 27 libraries attached to departments or related research institutes. Terms of use differ depending on the library. Please check each library's website before visiting.

Among them, the Library of Economics is a "Home Library" for students in the Graduate School of Economics. You can use various services at your Home Library, such as receiving items requested from other UTokyo libraries. Please feel free to contact us if you need any help. The Library of Economics is generally open from 9:00 a.m. to 8:00 p.m. on weekdays and from 12:00 p.m. to 5:00 p.m. on Saturdays. Please check our website or SNS for the latest information.

2. User registration

All you need to do as a user registration is to enter your e-mail address into the UTAS system. The process is already complete. Now you can use any UTokyo library with your student ID card. If your e-mail address changes, please update it through the UTAS.

3. "MyOPAC" web service

You can request books from any UTokyo library to your Home Library (i.e., the Library of Economics), or to the Main Libraries using the "MyOPAC" web service. You can also use MyOPAC to renew materials that are currently on loan.

4. Distribution of copy cards

Graduate students are issued a copy card for 1,500 copies per year during enrollment at the University of Tokyo. The card can be used on certain copiers in the Library of Economics. Please inquire at the library counter on weekdays from 10:00 a.m. to 4:30 p.m., except during lunch breaks.