

Library Rules & Regulations

1. Library will be open from 09:00 AM to 4:00 PM.
2. Reading Room will be open from 10:00 AM to 4:00 PM.
3. No student will be allowed to avail library facility without valid ID card.
4. For availing library facility, students should be in proper dress.
5. Users should maintain peace in the library & should not disturb other readers in the library otherwise library facility will be withdrawn.
6. Unauthorized removal of books or damaging the property of library or misbehavior with library staff shall be considered as an act of indiscipline, which will call for strict action and or fine.
7. Books must be return on or before the due date.
8. Absence & illness are not acceptable excuses for exemption from paying overdue charges.
9. If the Due Date falls on holiday declare by collage, then students may return their books on the next week on scheduled day.
10. Books may be reissued.
11. Library follows closed access system. A copy of each title is available in reference section.
12. While entering the library, users have to keep all the belongings outside the reading room and the authority will not be responsible for any loss.
13. Students should take care of cleanliness of the library.
14. Students can read the newspapers on the newspaper reading stand.
15. Students should not disturb the arrangements of the library furniture.
16. Outsiders are not allowed in the library without the permission of the authority concerned.
17. Mobile use is strictly prohibited in Library.
18. The double cost of the book will have to pay if the issued book has lost.
19. All members of the library team are available for any assistance you may need in using the library resources, facilities & services. Library will welcome any suggestion for better

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