

Library Rules and Regulations

- 1. Identity card is compulsory to all the library members.**
- 2. Everybody should carry the identity card while on the college campus & in the library.**
- 3. Duplicate identity card will be issued after paying dues.**
- 4. Graduate students, Junior college students will get one Book) for 7 days.
Thereafter Rs. 1. /- fine will be charged per day.**
- 5. Students should handle the books carefully. They should inform about missing pages to the
Library (Counter) staff, the very moment of its issue.**
- 6. The lost/ torn book will have to be replaced with the latest edition.
Otherwise, one & half the price of the latest edition will be charged.**
- 7. Reference books will not be issued out of the Library.
However, they will be made available in the Reference Section.**
- 8. A reader should not mark, scratch, and detach any paragraph or figure from the books.**
- 9. Suggestion Box is kept in the library. Constructive suggestions/complaints are welcome.**
- 10. Smoking, Spitting, Sleeping, eating & chitchatting are strictly prohibited.**
- 11. In case of any grievances, contact the librarian.**