



LIBRARY RULES

- **I-Card is compulsory for getting access to Library & Reading Hall.**
- **Enter your name and sign in the register kept at the entrance counter before entering library.**
- **Bags & personal belongings are not allowed to be taken inside the library.**
- **Keep silence in Library & Reading Hall.**
- **Eating is strictly prohibited in Library.**
- **Keep your mobile phones on silent mode while in Library.**
- **Books will not be issued without Library card.**
- **I-Card is compulsory for issuance of question papers.**
- **Textbooks, printed materials and issued books are not allowed to be taken inside the stack.**
- **Library books should be handled with due care and consideration.**
- **Do not write on, mark or damage any Library resources.**
- **Two books will be issued per user for a period of 15 days. In case of delay in returning of books, fine of Rs.5/- per day per book will be charged.**
- **Digital Library computers should be used for academic & research purposes only. No gaming, social media use, or downloading un authorized software is allowed.**
- **Co-operate with Library staff & follow their guidance at all times.**