

PROF. MAHADEV LAL SCHROFF WING

Learn

Transform

Elevate

LIBRARY RULES AND REGULATIONS

Silence should be Strictly Maintained in the Library.

No Discussion Permitted inside the Library.

Library is Kept Open on All Working Days from 8A.M. To 6 P.M.

Library is Open on Holidays from 10A.M. To 4P.M., on Examination Days 9 A. M To 6 P.M.

Registration should be done to become a Library Member Prior to Using the Library Resources.

No Personal Belongings allowed Inside the Library.

Textbooks, Printed Materials and Issued Books are not allowed to be taken inside the Library.

Using Cellular Phones and Audio Instruments with or without Speaker or Headphone is Strictly Prohibited in the Library Premises.

Enter Your Name and Sign in the Register Kept at the Entrance Counter Before Entering Library.

The Librarian may Recall any Book from any Member at any Time and the Member Shall Return the Same Immediately.

Library Borrower Cards are not Transferable. The Borrower Is Responsible for the Books Borrowed on his/her Card.

Refreshment of any Kind shall not be Taken anywhere in the Library Premises.

Marking, Underlining etc. is Forbidden.

No Reference Book will be Issued Outside the Library.

In Case of Books Lost, The Borrower is Requested to Replace the Book either by a New Copy or Pay the Price of the Book Cost if any.

The Loan Period is 15 Days from the Date of the Issue.

An Overdue Charge of one Rupee Per Day (Working Days) Per Book will be Collected if Book is Returned after Due Date.

Renewals are allowed on the Basis of Demand. Book and Person should be Present for Each Renewal.