

LIBRARY RULES AND REGULATIONS

1. The Students are to contact the Librarian for obtaining Library Card.
2. At a time, only two books will be issued from a single card.
3. Books are issued to Students only for fifteen days. Delay of the submission of the books to Library would invite a fine of one rupee each day thereafter.
4. Students have to handle the books carefully. They have to pay the exact price of the book if they damage or lose the same.
5. If anyone loses the Library Card he/she has to apply to the Librarian for duplicate card.
6. Students have to deposit Caution Money to the Librarian. The Caution Money will be refunded on completion of his/her period or at the time of leaving the College after deducting the value of damage or loss caused by him/her to the College Library property. A Student shall be liable to compensate the cost, if the value of damaged or lost property exceeds the amount of their Caution Money.