

TARAKESWAR DEGREE COLLEGE

CENTRAL LIBRARY

RULES AND REGULATION

- 1.LIBRARY OPEN MONDAY-FRIDAY, 10.30AM- 1.30 PM &2.00PM-3.00PM.**
- 2.LIBRARY CARD MUST FOR LIBRARY ENTRANCE.**
- 3.EVERY HONOURS STUDENT MAY BORROW 3 (THREE) BOOKS AT A TIME.**
- 4.PASS/GENERAL STUDENTS MAY BORROW 2(TWO) BOOKS.**
- 5.BOTH HONOURS AND PASS STUDENT MAY RETAIN THE BOOKS FOR MAXIMUM 15 DAYS.**
- 6.AFTER 15 DAYS OVER DUE CHARGE IS RS .1/-.**
- 7.BOOKS ARE ISSUED AGAINST REQUISITION SLIP.**
- 8.OPEN ACCESS FACILITY IS AVAILABLE FOR HONOURS STUDENTS ONLY**
- 9.REFERANCE SERVICE ARE GIVEN BY THE LIBRARY BUT BOOKS ARE NOT ALLOWED TO BORROW.**
- 10.STUDENTS ARE BOUND TO REPLACETHE BOOK IN CASE OF LOSS OR DAMAGE.**
- 11.IF LIBRARY CARD IS LOST, DUPLICATE CARD WILL BE ISSUED ON PAYMENT OF RS- 40/-.**

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LIBRARIAN TARAKESWAR DEGREE COLLEGE

