

S.J.M. INSTITUTE OF TECHNOLOGY

Accredited by NAAC

(Affiliated to Visvesvaraya Technological University, Belagavi. Recognised by AICTE New Delhi)

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Ref. No. SJMIT/Library / 2024-25 / 968

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CENTRAL LIBRARY RULES AND REGULATIONS

1. Keep your reference card / Identity card with you while coming to Library.
2. While entering the Library all personnel belongings such as bags, covers, private books shall be deposited at the property counter located at the entrance and obtain a token from the attendant on duty.
3. Facility provided for providing personnel belonging at the property counter can be enjoyed only for the period the student is actually present inside the library. Articles deposited must in all cases got back when the depositor leaves or at the most before the closing time of the Library. The Library shall not be responsible for any article not claimed before to closing time.
4. A fine of Rs. 50/- only will be charged for the loss of the token: issued to a students in lieu of the articles deposited at the property counter. The belongings kept at the counter shall be released when satisfactory evidence of proof.
5. Although all possible care will be taken for the safe-custody of the articles deposited, the library will not be responsible for damage or loss of the same. As such it is advisable for the students not to deposit bag containing cash or other valuable books at the counter of the library.
6. Silence shall be strictly observed in the Library. Using of mobile phones is banned.
7. The Library is primarily intended for the use of students and staffs of this college. However outsiders will be allowed to avail the use of the library for reference purpose only at the discretion and approval of the Principal of this college, for which they have to submit an application requesting for permission to use the Library.
8. If you wish to consult library official. Please go to him quietly and whisper your demand.
9. The entire atmosphere in the Library should remain calm and quiet, your movements while pulling a chair for sitting, should not disturb the other students or readers.
10. While leaving you are requested to rise gently and replace your chair quietly.
11. Students shall vacate their seats ten minutes before the closing time of the Library.


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