



Vidya-Amrut Dnyan Pratishthan's
Arts, Science & Commerce College, Shirsondi
Tal: - Malegaon, Dist: - Nashik 423208.
(Affiliated to Savitribai Phule Pune University, Pune)



Library Rules

Rules for Identity Card:

- Every student member has necessary I Card.
- Without I Card Library Reading Material are not issued.
- Each member should show I Card to the Library authority at the entrance in the Library or circulation counter.
- I Card valid for the one academic year only.
- In the event of I card lost, the holder of this card must bring the notice to the Principal or Librarian.

➤ Rules for Book Circulation:

- A book will be issued to a student only in exchange for one of his / her member account.
- In return a book to the Library on or before due date. If not return in due date he / she pay due charge.
- Journals publication, Dictionaries, and such other documents cannot be taken on Library account or I card except with the permission of the Library authority.
- For Reading Room purpose book will be issued on I card and this book will be return same day.
- Before leaving the counter a member shall satisfy himself as to whether the book lent to him is in sound condition, and if not, he shall immediately bring the matter to the notice of the circular assistant. Otherwise at the time of the returning of the book he / she is liable to be asked to pay the cost purchase new copy of the book

➤ General Rules:

- Mobile is not allowed in Library.
- For detailed rules see the Notice Board in Library.
- Any difficulty about Library immediately contact to the Librarian.

➤ Rules for using Internet rooms:

- Don't use e-mail, chatting or any social media tool i.e. Facebook, Twitter etc. Otherwise He/she will be punishable.
- As work finished shut down computer systematically.
- Don't keep any downloaded copy, file, folder on computer.