LIBRARY OF ENGINEERING

Rules
1. Consultation, overnight loan and short loan

1.1 Consultation
No form needs to be filled to consult items of the Library on open access stack.

1.2 Overnight loan (items of specific disciplines and course reserves)
Overnight loans are items which can be borrowed: from Monday to Thursday, from 16.00 to 10.00 of the following day; on Fridays from 16:00 to 10:00 of the following Monday. Until 16.00, they are for in-library use only.
A maximum of 2 items can be borrowed at a time.
Neither renewals nor booking are allowed.

1.3 Short loan (items of specific disciplines and course reserves)
Short loan items can be borrowed for 7 days, a maximum of 5 items at a time.
Renewals are not allowed.

1.4 Loan
Items which are neither overnight nor short loan follow the usual borrowing policies of the University Library System Regulation.

2. Access to reading rooms
Seats can be occupied by leaving on the table any kind of personal belonging from 12:00 to 14:30 and for a maximum of 60 minutes during the rest of the day. Seats can not be occupied for other users.

3. Penalties
Any borrower who fails to return such items in accordance with the provisions of Regulation shall be liable to a penalty of exclusion of the library services for 30 days starting from the day in which the item is returned.