



## **BORROWING** **RULES**

Borrowing privileges are given only to the Faculty, Visiting Faculty, Research Scholars, Staff and Students who are registered in the library.

Books can be issued to the borrowers only against the Institute ID Card.

Books can be issued up to 5:00pm on Weekdays and up to 4:00pm on Saturdays. Books cannot be issued on Sundays & Institute holidays.

Reference books, text books, unbound issues of journals, periodicals, newspapers and technical reports are not issued out of the library to anybody.

Books and materials kept in Reserve Section (text books) are issued only for 2 hours. Such books have to be reissued after the stipulated time.

### **Borrowing Privileges:**

<b>Program</b>	<b>No. of Books*</b>	<b>Renewal Deadline</b>
Ph.D.	15 Books	30 Days
M.Tech./MBA/M.Des.	10 Books	30 Days
UG/M.Sc.	10 Books	14 Days
Alumni	05 Books	30 Days

\*Refers to the maximum number of books that can be issued to any one student at the same time.



**REGISTRAR**  
D. Y. PATIL DEEMED TO BE UNIVERSITY  
NERUL, NAVI MUMBAI - 400706