



CENTRAL LIBRARY

RULES & REGULATION

JIS COLLEGE OF ENGINEERING

1. To become a member of JISCE, Central Library: Must be Student of this college: the time to Registration for membership students must be produced fees book and two stamp size color photograph.
2. Incase of the employee he/she should deposited a permission letter from Director/Principal for library card.
3. BBA, BCA Students may borrow 4 Books and M.Tech Students facility to borrow 5 Books each from Library. They have no Book Bank facility.
4. 4th Year B.Tech Students may borrows 6 Books for the period of 15 days from Library. They have no book bank facility.
5. Faculty members may borrow 6 Books and Staff may borrow 3 Books from library for period of 30 days.
6. Loan Period of General Library Books is for 15 Days. Renewal should be done two times for Library Books. It is applicable for students. Rs. 1.00 (One) fine will be charged per day if loan period has been over.
7. Any library members may borrow 2 (two) CD/DVD for the period of 7 days from digital library.
8. If library card lost members should be made written application to Librarian with one stamp size color photograph for the duplicated library card and the charged for this duplicated library card is Rs. 25.00 (Twenty five) only.

Mahuya Mallick



