



**C. N. Kothari Homoeopathic Medical College
&
Research Centre - VYARA
Library**

LIBRARY RULES & REGULATIONS FOR STUDENTS

1. Entry in Library -

- Students should enter in library with their Identity card.
- Enter the names in Library visit register is compulsory.

2. Working hours in library -

- 09.00am to 05.00pm (reading hall)
- 09.00pm to 05.00pm (issue & return)

3. Circulation System -

- Every student can get 2 books (1 subject book & 1 general book) at one time on behalf of library card for 10 days.
- Before receiving student should check the books condition, there shall be penalty.
- The same book can't be renewed on that day.
- No book shall be returned on the day of issue.

4. Overdue Charge -

- If the books are returned after due date then student will be fined Rs. 5 per day.

5. Book Lost -

- In case of loss of book the borrower is required to replace the book by a recent edition and fine to be paid.

6. Care of library Borrowers Card -

- Handle the card carefully
- Avoid folding & alteration of entries made on the cards.

7. Loss of Library card -

- In case of loss library card the student should report to the librarian in writing application form.
 - After checking the borrower register student will be issued a fresh replacement card on payment Rs.20/- per library card.

8. Validity of Library card -

- Library card is valid only for study period from 1st to 4th BHMS.
- At the end of BHMS student should return /cancel the library card in the library.

9. NO DUES Certificate -

- At the end of academic year every student should close their account & get the signature of librarian on NO DUES Certificate.

10. Care of Library Books -

- Student are required to handle the book/journal very carefully
- Student is punished to fined, if he/ she is found in marking with pencil, writing or highlighting, tearing the page.
- Librarian may ask to return book from any student at any time and it is compulsory to return the same immediately.

11. Reference book Section -

- In this section student can use their text books, reference book for their studies to be used only in the library.

12. General rules for students-

- Keep your personal belongings at the rack placed outside of the library at own risk.
- Use of mobile phones is not permitted in the library.
- To maintain decorum, peace and silence within the premises of library.
- Smoking, pan, chewing & spitting in the library is prohibited.
- Personal book shall not be allowed inside the library. To keep them outside of the library at own risk.
- Student can be suspended on account of misbehavior with the library staff or for indecent manners.
- Group discussion is not allowed in reading room
- No student is permitted in the library while academic classes are in session.



LIBRARIAN

C. N. Kothari Homoeopathic
Medical College & Research Centre,
Tadkva, Tal. Vvara, Dist. Tapi.



Office Superintendent

C.N. Kothari Homoeopathic
Medical College & Research Center
Vyara, Dist. Tapi-394 650



Principal

Dr. Jyoti R. Rao
M.D. (Hom.), Ph.D. (Hom.)

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