	Shri Manibhai Virani and Smt. Navalben Virani Science College An Autonomous college affiliated to Saurashtra University, Rajkot	NAAC – Cycle - 3
		Criterion- IV
		Metric - 4.4.2

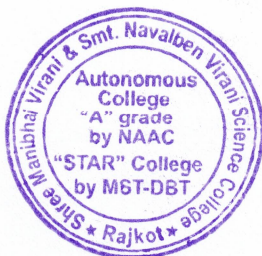
4.4.2	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.
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Rules for using Library and Reading Rooms

- Students will not be allowed without **complete dress code (including Holidays & Sundays)** in the Library and Reading Room.
- Entry into the Library will not be provided without **Institutional ID card**
- Use of **Cell Phones** is not allowed in the library; though there are **allotted zones** where you can use them with prior permission for strictly academic purposes.
- The **overdue charges** on book will be **Rs. 2/-** per day on normal days and **Rs. 5/-** per day during reading vacation and examination
- **Personal books, files and photocopies** will not be allowed into the Library you can only carry them in the reading room.
- Students found misbehaving with staff or damaging the Library resources or **misusing the services** will be disallowed to use the Library
- **None is allowed to reserve the chairs, tables, cubicles or group study rooms. Keeping belongings to reserve the chair/table is not permitted. Library will not be responsible for any loss of articles**
- **Discussion should not be done** in the common reading hall as it disturbs other readers you can avail the group study room with prior permission of the Library staff.



Librarian,
Shree M. & N. Virani Science College
(Autonomous), Rajkot




Principal
Shri Manibhai Virani and
Smt. Navalben Virani Science College
(Autonomous) Rajkot.