

Central Library

MANIT, Bhopal

Circular

Dated: 08 / 05 / 2012

All students (U. G. & P.G.) are requested to note that:

(1) A no – dues is to be compulsorily taken from Central Library at the commencement of every academic session (in July, or as specified by the academic section of the institute) to get fresh library cards from Central Library. The books can be returned and no – dues can be taken any time after the end of the even semester but fresh library cards can only be issued after authentic roll lists are received in Central Library from the admission section.

(2) No books will be issued on old library cards possessed by a student once the even semester gets over. Once the even semester is over, books will be issued to students only after issuance of fresh library cards to them. These new library cards will be issued to students only after they have settled all their dues / taken no – dues from central Library, and the Central Library has received authentic roll lists from the admission section.

(3) This, however, does not mean that students have to compulsorily return the books under their possession immediately at the end of even semester. Students, if they prefer or feel the need, can retain the books under their possession till the time they apply for fresh library cards. However, they will be required to pay overdue charges if the books are in their possession beyond the period of issue as indicated on the due date slip / issue record on the last page of every issued book & the library issue registers.

(Prof. Ajay Pandey)

Chairman (Library Advisory Committee)