



OM STERLING GLOBAL UNIVERSITY

(ESTABLISHED UNDER HARYANA PRIVATE UNIVERSITIES ACT-2006 AS PER SECTION 2F OF UGC ACT-1956)

NH-52, Hisar-Chandigarh Road, Hisar-125001

DATE: 4/2/2021

NOTICE

OSGU Library Rules for Students

1. The library will remain open six days in the week & the time will be 9:15 am to 4:15pm. During Examination days, the reading room may remain open for longer; if demanded.
2. Lunch time of the library will be 1.30 pm to 2.00 pm.
3. All library members must sign in/out register available with the attendant/counter.
4. Entry into the Library and availing its facilities will be managed through own I-Cards.
5. Entry will be denied if the student is found not in uniform.
6. Students can get one Book issued at a time for one week.
7. Book Can be re-issued to him/ her for another One week, if some one else not demanded it.
8. A Fine of Rs. 10.00 per day will be charged for late return of the book.
9. Student should check the book before leaving the issue counter at the issue time & report if it is damaged or pages are torn. In case the book is found damaged at the time of return the student will be responsible for paying double value of the book.
10. In case of underline or mark found in a library book; suitable fine will be charged.
11. Books issued will not be accepted back on the same day.
12. Reading Hall is meant for study hence there should not be any noise.
13. No student is allowed to enter in the books stacking area with personal books.
14. Using Mobile Phone in the library is strictly prohibited.
15. The library facility can be withdrawn/restricted in case of misbehavior/misuse of the library.
16. The librarian reserves the right to recall any book at any time. Books are required to be returned to Library at least 3 days prior to the start of examination.
17. The member caught tearing pages/stealing of books will be suspended forthwith from using the library facilities and further disciplinary action will be initiated against him/her.
18. Personal belongings are not allowed to be carried inside the library. However students may carry loose paper and notebook.
19. Students violating library norms shall be restricted from entry and its facility for the next 15 days.
20. The above rules can be amended or new rules be introduced at any time.

A handwritten signature in blue ink, appearing to be 'R. Paul', is located at the bottom right of the page.