

Library policy

Description:

The library serves as a pivotal hub for learning resources and functions as a key educational facilitator by offering bibliographic guidance. It delivers both formal and informal guidance to students on utilizing the library effectively, including orientation sessions and tailored bibliographic instruction upon request. Aligned with the institute's mission, the library's programs and services are designed to cater to the educational requirements of the college while also extending community outreach.

Objective:

- Curating collections of books, journals, periodicals, and diverse materials to align with and enhance the institute's curricula and research requirements.
- Promoting active engagement with the library and its amenities among both students and faculty.
- Offering assistance and guidance to students, faculty, and staff in navigating library resources, along with furnishing bibliographic aids for accessing collection contents.
- Continuously assessing the evolving educational demands of the community to offer accessible information, programs, and services.
- Delivering reference and research assistance through various channels, encompassing printed materials and digital resources, to cater to diverse needs.

General rules and regulations of the library:

1. The library's standard operating hours are from 8:30 am to 5:00 pm. However, it can be opened beyond these hours to accommodate special student needs.
2. Absolute silence must be observed within the library premises at all times.
3. No personal belongings, including books, are permitted inside the library.
4. Books borrowed cannot be returned on the same day they were borrowed.
5. The use of mobile phones is strictly prohibited inside the library.
6. After selecting books from the shelves, they must be placed on tables and not returned directly to the shelves.
7. Students must always carry their library cards and utilize them when accessing library resources.


Principal

Date of Approval

EAST POINT COLLEGE OF PHARMACY
BIDARAHALLI, BANGALORE-49