

**INSTITUTE OF ENVIRONMENTAL SCIENCE AND ENGINEERING**  
**SCHOOL OF CIVIL & ENVIRONMENTAL ENGINEERING NUST**

**LIBRARY MEMBERSHIP FORM**

**NUST INTAKE-201---**

**NUST Reg. # \_\_\_\_\_**

1.	NAME	
2.	FATHER'S NAME	
3.	NIC No	
4.	DEPARTMENT: EE/ES	
5.	PROGRAMME: UG/PG	
6.	DATE OF BIRTH	
7.	Permanent Residential Address	
8.	Cell No.	
9.	Other Contact No.	
10.	E-MAIL	
11.	AREA OF INTEREST	
12.	SESSION	

- Please attach copy of NIC/ NUST ID card along with one passport size photograph.

For Official Use:

**Membership # \_\_\_\_\_ Membership Category: \_\_\_\_\_**

**Library Officer \_\_\_\_\_**

# **LIBRARY RULES**

AS PER NUST STATUTES

1- The use of the University/college/institute/centre libraries shall be opened to members of following categories applying for the membership on the prescribed form:-

- Category A. -** Members of the University/colleges/institutes/centers teaching staff.
- Category B. -** Fellows and Research Scholars.
- Category C. -** Students on the rolls of the University/colleges/institutes/centers.
- Category D.-** Officers of the University/colleges/institutes/centers.
- Category E. -** Other employees of the University/colleges/institutes/centers.

2- Members of the library shall be entitled to borrow books from the library except those books which are especially mentioned in Regulation 6.

3- Books may be issued to members of various categories, as mentioned in regulation 1 as under:-

- Category A. -** Six books at a time for one semester
- Category B. -** Four books at a time for one month.
- Category C&D. -** Four books at a time for two weeks.
- Category E. -** Two books at a time for one week.

4- Books once borrowed may be re-issued with the permission of the Librarian provided they are not required by any other member.

5- In case a book is urgently required, the Librarian may recall it at a short notice any time and such a book shall be returned immediately by the borrower.

6- Books and other material of the following description shall not be issued to borrowers but may be consulted in the library during the working hours with permission of the Librarian:-

- (a) Reference books, like encyclopedias, dictionaries, reports and other reference media.
- (b) Reserved books.
- (c) Rare books and protected documents.
- (d) Microfilms photographs, tape-recorders, video films etc.
- (e) Periodicals/news papers, etc.

7- If any book is damaged, defaced pages torn/turned or mutilated during the period of loan or is lost by the borrower, he shall replace it in the original version or pay the cost as assessed by the Librarian.

8- The library timings shall be prescribed by the Librarian from time to time with the approval of the Commandant/Principal/DG/Dean of the college/institute/centre.

9- Members of the library shall not be allowed to take umbrellas, sticks, dirty shoes, combustible material and other such articles in the library.

10- Eating, sleeping, smoking and audible conversation within the library premises shall be prohibited. A serene atmosphere will be maintained.

11- Books borrowed from the library are non-transferable and shall be returned to the library on or before the last date stamped on the date label. A fine of rupees five per day shall be charged for the number of days the books remain with the borrower for an unauthorized duration.

12- Library books/Journals recommended by faculty, students and other library members shall be purchased by the librarian after approval from books purchase committee and DG/Principal/Commandant/Dean of the college/institute/centre.

I shall abide by all the rules mentioned above.

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Signature of the Applicant