

## Borrowing Privileges at a Glance

### UNDERGRADUATE STUDENTS

NTU & NIE Undergraduates /  
Non-graduating & Exchange  
Undergraduate Students /  
Bridging Students / Students  
on Short Courses

#### Books

Checkouts allowed: 20  
Per loan period: 28 days  
Maximum loan period:  
196 days\*

#### Media

Checkouts allowed: 5  
Loan period: 7 days

Document delivery: Yes  
Interlibrary loan: Yes for  
final year students  
Reserve materials: Yes  
Access to e-resources: Yes

[more](#)

### GRADUATE STUDENTS

NTU & NIE Graduate  
Students / Non-graduating  
& Exchange Graduate  
Students

#### Books

Checkouts allowed: 30  
Per loan period: 28 days  
Maximum loan period:  
196 days\*

#### Media

Checkouts allowed: 5  
Loan period: 7 days

Document delivery: Yes  
Interlibrary loan: Yes  
Reserve materials: Yes  
Access to e-resources: Yes

[more](#)

### ACADEMIC STAFF

NTU & NIE Academic Staff /  
Part-time Teaching Staff

#### Books

Checkouts allowed: 40  
Per loan period: 84 days  
Maximum loan period:  
420 days\*

#### Media

Checkouts allowed: 5  
Loan period: 7 days

Document delivery: Yes  
Interlibrary loan: Yes  
Reserve materials: Yes  
Access to e-resources: Yes

[more](#)

\* System will auto renew items subject to [conditions of renewal](#)

## NTU Library

Office of Information, Knowledge and Library Services

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### ADMINISTRATIVE STAFF

NTU & NIE Administrative  
Staff / Research Staff

#### Books

Checkouts allowed: 40  
Per loan period: 28 days  
Maximum loan period:  
196 days\*

#### Media

Checkouts allowed: 5  
Loan period: 7 days

Document delivery: Yes  
Interlibrary loan: Yes  
Reserve materials:  
Use in Library only  
Access to e-resources: Yes

[more](#)

### ALUMNI / STAFF ALUMNI

Alumni / Former NTU staff

#### Books

Checkouts allowed: 10  
Per loan period: 28 days  
Maximum loan period:  
196 days\*

#### Media

Checkouts allowed: 5  
Use in Library only

Document delivery: No  
Interlibrary loan: No  
Reserve materials:  
Use in Library only  
Access to e-resources:  
Use in Library only  
(limited resources).

For alumni only, a few  
[databases](#) are  
accessible remotely.

[more](#)

### EXTERNAL MEMBERS

Corporate Members /  
Personal Members / Staff  
from Tertiary Institutions

#### Books

Checkouts allowed: 10  
Per loan period: 28 days  
Maximum loan period:  
196 days\*

#### Media

Checkouts allowed: 5  
Use in Library only

Document delivery: No  
Interlibrary loan: No  
Reserve materials:  
Use in Library only  
Access to e-resources:  
Use in Library only  
(limited resources)

[more](#)

\* System will auto renew items subject to [conditions of renewal](#)

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