

## Borrowing Privileges for External Members

<b>Alumni / Staff Alumni / Corporate Members / Personal Members / Staff from Tertiary Institutions</b>	<b>Loan period</b>	<b>Overdue fines</b>
<b>Books &amp; Conference proceedings</b>	28 days	\$0.30 per day
<b>Periodicals (Current and back issues)</b>	Use in Library	
<b>Periodicals: Back issues (accessioned)</b>	7 days	\$0.30 per day
<b>Reference books</b>	Use in Library	
<b>Reserve books</b>	Use in Library	
<b>Abstracts</b>	Use in Library	
<b>AV: Blu-ray Disc, DVD, LD, Media-Box, VCD, Video cassette &amp; accompanying material</b>	Access using PCs in Library * (Maximum 5 items for each item type)	
<b>AV: Audio CD, CD-ROM, DVD-ROM, Music CD &amp; accompanying material</b>	7 days * (Maximum 5 items for each item type)	\$0.30 per day
<b>AV Reserves</b>	No access	
<b>Calendars</b>	Use in Library	
<b>Cards, Charts, Kit, Transparency</b>	Use in Library	
<b>Maps &amp; Microforms</b>	Use in Library	
<b>Project reports</b>	Use in Library	
<b>Standards</b>	7 days	\$0.30 per day
<b>Loan Limit</b>	<b>10 items</b>	

\* There will be exceptions to the loan duration for (a) titles whose access is restricted, (b) popular titles which carry the default 4 hourly loan or (c) items which must be viewed within the Library's premises.

### NTU Library

Office of Information, Knowledge and Library Services