

NTU & NIE Undergraduates / Non-graduating & Exchange Undergraduate Students / Bridging Students / Students on Short Courses	Loan Period	Overdue fines
Books & Conference proceedings	28 days	\$0.30 per day
Periodicals (Current and back issues)	7 days	\$0.30 per day
Reference books	1 day	\$0.30 per day
Reserve books	2 hours# (1 item only)	\$0.50 per hour or part thereof
Abstracts	7 days	\$0.30 per day
<b>AV :</b> - Blu-ray Disc, DVD, LD, VCD - Audio CD, CD-ROM, DVD-ROM - Video cassette, Audio cassette & Music CD with accompanying materials	7 days *  (Maximum 5 items for each item type)	\$0.30 per day
AV Reserves	4 hours (1 item only; use in Library)	\$0.50 per hour or part thereof
AV Media Box	4 hours (use in Library)	\$0.50 per hour or part thereof
Calendars	7 days	\$0.30 per day
Cards, Charts, Kit, Transparency	7 days	\$0.30 per day
Maps & Microforms	Use in Library	-
Project reports	7 days	\$0.30 per day
Standards	7 days	\$0.30 per day
<b>Loan Limit</b>	<b>20 items</b>	

# Reserve books may be borrowed overnight, 2.5 hours before the library closes on weekdays and after 10 am on Saturdays. These overnight loan items must be returned **before 11 am on the next working day.**

\*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

NTU & NIE Graduate Students / Non-graduating & Exchange Students	Loan Period	Overdue fines
Books & Conference proceedings	28 days	\$0.30 per day
Periodicals (Current and back issues)	7 days	\$0.30 per day
Reference books	1 day	\$0.30 per day
Reserve books	2 hours# (1 item only)	\$0.50 per hour or part thereof
Abstracts	7 days	\$0.30 per day
<b>AV :</b> - Blu-ray Disc, DVD, LD, VCD - Audio CD, CD-ROM, DVD-ROM - Video cassette, Audio cassette & Music CD with accompanying materials	7 days *  (Maximum 5 items for each item type)	\$0.30 per day
AV Reserves	4 hours (1 item only; use in Library)	\$0.50 per hour or part thereof
AV Media Box	4 hours (use in Library)	\$0.50 per hour or part thereof
Calendars	7 days	\$0.30 per day
Cards, Charts, Kit, Transparency	7 days	\$0.30 per day
Maps & Microforms	Use in Library	-
Project reports	7 days	\$0.30 per day
Standards	7 days	\$0.30 per day
<b>Loan Limit</b>	<b>30 items</b>	

# Reserve books may be borrowed overnight, 2.5 hours before the library closes on weekdays and after 10 am on Saturdays. These overnight loan items must be returned **before 11 am on the next working day**.

\*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