

Xerox and Print Rules

For Students

- Only library user can avail Xerox and Print facilities.
- Library user can Xerox up-to 20 pages at a time on paying the requisite fees.
- Fees (for student) for Xerox: Rs. 1 per single page and single copy.
- Condition of the books selected for Xerox, should be good.
- Rare Books and Reference Books are not allowed to Xerox.

For Teachers

- Teachers are allowed to take Printout or Xerox by filling up the requisition form, up-to 20 pages at a time.
- Rare Books and Reference Books are not allowed for Xerox.
- Condition of the books selected for Xerox, should be good.
- No fee is required for Xerox and Print the library resources.
- Xerox and Printout for personal or official document is not allowed.