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LAUREATE INSTITUTE OF PHARMACY

(Approved by PCI & AICTE, New Delhi and H.P. Govt.)

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POLICY OF BOOK BANK SCHEME

Introduction:

The Laureate Institute of Pharmacy has a well facilitated library which provides a platform for collaborative and creative learning, exploring research, experiencing new ideas and building reading habit by a flexible space with a wide range of resources to support teaching and learning process. Services like Circulation service, Reference services, Selective Dissemination of Information, Current Awareness Service, Internet service and Book Bank services etc. are some of the best practices in this library to provide educational as well as informational support to its users. Providing more than existing resources to different users at the same time is a very challenging task for librarians. In most of the time, because of limited resources too users are deprived of their needs in appropriate time. To overcome this type of challenges, this library has been practicing the services of Book Bank.

Book Bank

The Book Bank facility in the Laureate Institute of Pharmacy was initiated by Alumini Association of the institute. A book bank is a separate section in a library where text books and other miscellaneous books can be reserved for students. The main aim of setting up Book Bank is to encourage students by providing informational and educational assistance from the institute itself. Every student at the institute doesn't have enough time to utilise library services, so the book bank service allows students to use book bank books for their current semester, and by the end of the semester, students have to return these books after end of the semester and take books for their next semester.

Book Bank Rules and Regulations

1. Only those books will be issued to the students, which are pre-decided by the college committee.
2. The book will be issued to the students at the commencement of semester.
3. All books must be returned immediately after the semester end examination and then next semester books will be issued.
4. There should not be any kind of additional marking or writing in the book by the students. If found, then no books will be issued from the Book Bank facility for next time.
5. In case of improper use of books, pages missing in the books, writing mark in the books or loss of book, the student will replace the book with a new book and latest copy of book or pay the cost of books.



Dr. M.S. Ashawat

Director cum Principal

**DIRECTOR CUM PRINCIPAL
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