

National Chung Hsing University Library Individual Study Room Management Rules

Approved by the 8th Executives' Meeting of the Library on 8 March 2005

Implemented after approval by the Principal on 21 March 2005

Revision approved by the 30th Executives' Meeting on 24 August 2005

Revision implemented after approval by the Principal on 13 September 2005

Revision approved by 11th Executives' Meeting of the Library on 18 Jun 2010

Revision approved by 18th Executives' Meeting on 22 October 2010

1. The National Chung Hsing University Library (hereinafter referred to as the "Library") has established the "National Chung Hsing University Library Individual Study Room Management Rules" (hereinafter referred to as the "Rules") to serve as the basis for effective management of the Library's individual study room.
2. Individual study room opening hours are from 8 am to 12 midnight. If the opening hours need to be adjusted on Saturday, Sunday, during summer or winter vacations or under special circumstances, the Library will make public announcements.
3. To save energy and avoid from wasting, lighting will be provided in different zones of the individual study room in accordance with the number of readers. When a reader accesses the individual study room by swiping a student card or faculty/staff's badge, the computer system will automatically assign a seat. The reader should be seated in the assigned seat. Any change of seat must be done through the computer system.
4. When a reader accesses the individual study room, please bring a student card or faculty/ staff's badge for verification. In order to protect the interest of the teachers and students of the University, if there is insufficient space, the Library staff may perform a random check on the IDs. Persons without the above IDs may be asked to leave.
5. Any matter not provided for hereunder shall be in accordance with the "National Chung Hsing University Library Reading Rules" and relevant regulations.
6. These Rules are published and implemented after approval by the Library Executives' Meeting. The same shall be applicable to any amendment hereof.