

National Chung Hsing University Library Rules for Reader Violations

Approved by the 347th Administrative Meeting on October 28, 2009

Revision approved by the 371st Administrative Meeting on June 13, 2012

Revision approved by the 414th Extended Administrative Meeting on April 25, 2018 (Articles 5 and 6)

- Article 1. The National Chung Hsing University Library (hereinafter referred to as the "Library") has established the National Chung Hsing University Library Rules for Reader Violations (hereinafter referred to as the "Rules") to safeguard readers' rights to utilize the Library's resources and to ensure the Library's normal operations. Any violation of the Library's reading rules shall be handled in accordance with the provisions set forth in these Rules.
- Article 2. Access to the Library is subject to a valid personal ID. Readers' IDs are limited for personal use and shall not be used by any other person. In case of loss, a declaration shall be filed with the Library immediately in order to protect the personal interest and an application shall be filed with the original issuer organization for re-issuance. If the ID is used fraudulently by another person before the declaration of loss is filed, causing any loss to the collection of the Library, the original ID holder shall be liable for compensation. If the Library discovers that any person enters into the Library by presentation of any other person's ID or that any person allows any other person to use his/her ID, the Library may withhold such ID and notify the original ID holder to take back the ID or send the ID to the issuer organization. Both persons will lose two points.
- Article 3. In using the Library, readers should comply with these rules and shall not engage in any of the following acts. Violators will lose one point.
1. Smoking, eating, drinking, or making loud noises.
 2. Violation of rule and failure to follow instruction or bad attitude.
 3. Bringing any books, information or equipment of the Library into the individual research room or outside the Library without completing the borrowing procedure.
 4. Allowing any other person to use one's account or fraudulent use of any other person's account in using electronic resources.
 5. Unauthorized use of the Library's equipment to copy, record or engage in any act in violation of the Copyright Law.
 6. Occupying any seat in advance. Leaving a seat for two hours or more shall be deemed seat occupying a seat in advance. In addition to losing points, the Library may also put the personal items in a centralized place. The Library shall not be liable for the safekeeping of such objects.
 7. Other improper act or any act affecting the readers' interest.
- Article 4. Readers should carefully maintain the equipment of the Library and shall not have any act causing stain or damage. If the equipment suffers any damage, the reader shall be liable for compensating the damage.
- Article 5. In cases of serious violations of these Rules, such as embezzlement, theft, sexual harassment, sexual assault, unauthorized stay inside the Library after closing hours, or any other serious violations determined by the Library, members of the University shall be referred to relevant University authorities for legal action, and their access and borrowing privileges shall be suspended for six months. For external visitors, the police will be notified for further handling, and their access to the Library may be permanently revoked.
- Article 6. Any reader who violates these Rules and accumulates two points as recorded by the Library staff shall have their borrowing rights suspended for one month if they are a member of the

University. External visitors will be prohibited from accessing the Library for three months.

Article 7. If the violations of these Rules by holders of library cards issued to any single strategic alliance high school results in more than 2 breach points (inclusive) on combined basis, the Library will cancel one card issue to such school and inform such school of the violation.

Article 8. These Rules are published and implemented after approval by the Administrative Meeting. The same shall be applicable to any amendment hereof.