

## Library Book-Bank Policy

### Objective


The book bank scheme has been framed in pursuance of relevant UGC Directive and is to facilitate the availability of text books (on a semester basis) to students belonging to and socially weaker sections, in each case for a nominal rent.

### Eligibility

Current LL.B. students who have qualified as SC/ST candidates, subject to the following rules.

### Rules

1. The book bank collection is in relation to select compulsory subjects, in each case in relation to titles notified to the library as text books by the respective faculty members. There may be compulsory subjects where faculty members do not recommend any specific text book.
2. The library will maintain a limited number of copies of each book in the book bank. The list and quantity of titles available for borrowing under this scheme will be notified by the library at the start of each semester.
3. Titles in the book bank will be available for rent by eligible candidates for a period of one semester, upon payment of the prescribed fee.
4. An eligible candidate may borrow up to one title per compulsory course, subject to availability of books, under this scheme in any semester. Returning a title earlier than the due date will not enable a student to borrow another title.
5. All titles in the book bank will be issued on a first-come-first-served basis, upon production of valid library cards.
6. A student will not be issued a title relating to a subject where he/she has failed. This restriction shall not however apply to a student who has been detained in the same class under the Academic Regulations.
7. A student who has borrowed one or more titles under this scheme must return all borrowed titles in that semester on or before the date of completion of end-semester examinations. A failure to do so will result in an overdue charge of Rs 20 per day.
8. Writing, making notes and highlighting in titles borrowed under this scheme is not allowed.
9. Failure to return borrowed titles by the due date will result in withdrawal of borrowing privileges for seven days, in addition to overdue fines.
10. Students may be debarred from end-semester examinations and/or their results may be withheld if (i) borrowed titles are not returned on time; or (ii) any fines remain pending.

  
**DR. R. PARAMESWARAN**  
UNIVERSITY LIBRARIAN  
THE W. B. NATIONAL UNIVERSITY OF  
JURIDICAL SCIENCES, KOLKATA

11. In case of loss, damage or mutilation of a borrowed title, the user shall be charged the cost of replacement of that title. In such cases users shall have the option of providing a new, exact duplicate copy instead of paying the replacement fee. Failure to pay the replacement fee will result in forfeiture of library deposit, suspension of borrowing and access privileges, debarment from examinations and disciplinary action.
12. Borrowing privileges are contingent upon continued eligibility and compliance with all borrowing rules and library usage policies. The Library reserves the right to modify or cancel borrowing privileges.

  
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UNIVERSITY LIBRARIAN  
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