



**CENTRAL LIBRARY**  
**VIDYASAGAR UNIVERSITY**  
Midnapore – 721102  
West Bengal

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Fax No.: (03222) 275329  
Email: [librarian@vidyasagar.ac.in](mailto:librarian@vidyasagar.ac.in)  
Web: [library.vidyasagar.ac.in](http://library.vidyasagar.ac.in)

Ref. No. VU/CL/Notice/193/18

Date: 01.11.2018

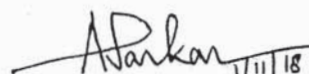
### Notification

The Central Library of the Vidyasagar University is announcing for providing the *BOOK BANK* facility to the new P.G. students admitted in the current academic session (i.e. 2018-2019).

**The 1<sup>st</sup> Semester students of all PG Departments, belonging to the BPL category, who want to avail this facility, may apply in prescribed format to the Librarian within 30<sup>th</sup> November 2018.**

Books selected from the *BOOK BANK* will be issued to those students for the entire semester. These books will be issued only once at the beginning of each semester.

The **Application Form** and **Book Bank Rules** are available at the Library Website of the Vidyasagar University [<http://library.vidyasagar.ac.in>].

  
**Deputy Librarian**  
Deputy Librarian  
CENTRAL LIBRARY  
VIDYASAGAR UNIVERSITY  
Midnapore-721102

**Copy forwarded for information and necessary action to:**

1. All Heads/ TICs of all Academic Departments, with a request to intimate the 1<sup>st</sup> semester students (under BPL category) of his / her departments
2. The Dean, Faculty of Arts & Commerce
3. The Dean, Faculty of Science
4. The President/ Secretary of VUSU, with a request to inform the needy 1<sup>st</sup> semester students (under BPL category) as far as possible.
5. The Secretary to the Hon'ble Vice Chancellor for kind information to the Hon'ble Vice Chancellor.
6. The Secretary, Faculty Council of P.G.Studies, for information
7. Library Office File

### Rules for Book Bank Facility:

- The Book Bank facility will be given to only those students who are belonging to BPL Category, based on their merit shown in their last examinations (Percentage of Marks Obtained).
- An eligible candidate can borrow a **maximum no. of 3 (three) books** [in excess of the normal borrower's quota of 3 books] from the library Book Bank, subject to the availability of books in the Book Bank.
- At the beginning of each semester, the eligible students (under BPL Category) have to apply with the filled in **Application Form** (downloadable from the library website).
- Students have to enclose the copies of – (i) **BPL card** and (ii) **the mark sheet of the last examination**, at the time of submission of the application form (hard copy).
- At the beginning of each semester, an eligible student can borrow 3 (three) books from the Central Library Book Bank, which he/she can keep throughout the semester until the end of the semester examination and all these books will have to be returned within 5 days after the completion of the theory examinations, failing which an overdue charge will be imposed as per library rules.
- If any student fails in any semester examination, he/ she will not be eligible for Book Bank facility in the next semester.
- Books issue under Book Bank facility are not transferrable to other students. Borrowing student will be held responsible for the safe custody of the books issued to him/her. Any damage, disfigure or lose shall be compensated as per library rules.
- Books for the next semester under Book Bank facility will only be issued to a student, if he/she returns the books of the previous semester in good condition.
- For availing the Book Bank facility, the eligible students can use their normal Identity-cum-Library card.
- Books selected from the Book Bank will be issued to the students **only once** at the beginning of each semester. These books can be retained for the entire semester.

To  
The Librarian  
Vidyasagar University  
Midnapore - 721102

**Book Bank Application Form**

[for 1<sup>st</sup> / 2<sup>nd</sup> / 3<sup>rd</sup> / 4<sup>th</sup> / 5<sup>th</sup> / 6<sup>th</sup> Semester]

Sir,

I wish to avail the facility of “**Book Bank Scheme**”. My particulars are given below for your kind perusal:

1. Name.....
2. Session.....
3. Semester.....
4. Course .....
5. Subject.....
6. Roll No.....
7. Marks obtained in Last Examination (Enclose attested copy):
  - (a) Name of Exam.....
  - (b) Percentage of marks .....

I agree to abide by the rules and regulations of the Central Library regarding “Book Bank Scheme” and also declare to handle the books with utmost care and to return the same within five days from the completion of each Semester Examination (Theory).

Thanking you,

Yours faithfully,

Date:.....

(Signature of the Student)

*[Note: Copies of the Mark Sheet (Last Exam) and BPL card]*

*[N.B: No change of book will be entertained in the middle of a semester]*