



1. General functions of the library:

→ relates to the archives, seminar rooms and study rooms in Namyagju

→ outside of library working hours or returning the items not personally is impossible

→ closed: weekend, National Holidays (can be changed depending upon the library working hours during National holidays)

2. Library working hours:

| Classification(position) | During a semester | During holidays |
|-----------------------------|-------------------|-------------------|
| Aarchives and seminar rooms | 09 : 00 ~ 21 : 00 | 09 : 00 ~ 18 : 00 |
| Free Reading Room(1F) | 06 : 00 ~ 23 : 00 | |

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→ entry is possible with a student card or filling in the entry form

3. Instructions on books renting (including the instruction on the laptop usage)

| Classification(position) | Max. amount of the books rented | Periodo de alugel |
|--------------------------|---|-------------------|
| Student | 5 volume | 14 days |
| Assistant | 5 volume | 14 days |
| Professor | 10 volume | 14 days |
| Laptop rent | Usage 1 person per day (prohibited to use outside the library or extend the period) | |
| Laptop rent | Usage one day | |
| Rent period extension | Can be extended only once (7 days) (possible to come personally, call or extend on the library website) | |

4. General library service

Request on desired books

Request of the books absent in the library

Request on a book delivery

On the library website apply for the books in Namyagju or Pocheon

Library Website Usage

Data search, use of electronic content, My Library, new and popular book guide, request for the desirable books, Book Delivery, Seminar Room Applications, Local Residents' Reading, Q&A

5. Library Cultural Events Top 5

| Best readers | Readers contest | The Day of the Cultural Events |
|---|--|--|
| Reading of 20 books offered by the university and write about them a report | The choice of the best readers, who followed the library rules | Realization of different events presented by the library |