



TSUULL Policy for Library Access

Introduction

The University welcomes users of its libraries from the University itself, from other educational institutions, business users and the general public. All of our libraries have security systems in place to help ensure a safe and pleasant working environment for all visitors and staff, and help protect library resources.

- 1.** All users of the Library must have a valid ID, which will be shown to staff upon request. Registered users must be in possession of a valid ID/library card that will serve as a form of identification and a means of accessing services and amenities. This card is not transferable.
 - Users will be required to present their ID/library card to be admitted to the university library.
 - Users may be required to provide appropriate identification in order to access other site libraries (Research Library, Medical Library, Lib Co-working).
 - A valid ID/library card will be required for borrowing and some other services.
- 2.** If a user has violated the Library Rules, such as excessive fines or persistent misconduct, they may be denied entry despite having a valid ID or library card, in accordance with the Library Rules, which states: fine and / or suspension from use of the Library.
- 3.** Employees and students of the university are issued identity cards, giving them the right to full access to the library and the right to borrow.
- 4.** TSUULL has online source of library <http://library.navoiy-uni.uz/>
- 5.** University users of the following categories (without university ID cards) can apply for a library card/pass:
 - Students who have been granted an extension to complete their theses for the extension period, upon presentation of evidence of that extension
 - University Visiting Scholars to Submit Proof of Attachment and Length of Stay
 - Students enrolled in non-standard university courses (professional, continuous or subject), on the presentation of a certificate of registration for such a course.
 - Preparatory students who have a University ID but have not yet received an ID
 - Employees or students who have lost their university IDs
 - Staff or students who have forgotten their university IDs.
- 6.** Users from outside the University in the following categories are welcome to use the Library (children aged 14 and under must be accompanied by an adult at all times):
 - Members of the public who wish to consult any of our collections, including the CRISS Centre
 - Students from other HEIs or colleges including those who have registered with a national access/borrowing scheme
 - Visiting scholars or Research Centers staff not attached to the University including those who have registered with a national access/borrowing scheme
 - School pupils and teachers outside organised visits
 - Visitors on Open Days or organised visits as part of a Library or University programme
 - Visitors attending meetings or interviews, delivering packages, workmen and dependents/friends of University users.

