

MUST Library Loan Rule 2019.02.13

Item Type	Location	Loan Period			Request	Times of Renewal	Quotas
		Staff	Doctor	Pre-U/ Undergraduate/ Graduate			
General Books	3F-4F : Main Stacks	90 Days		30 Days	Y	Unlimited	60
Oversize Books	3F : Oversize Books Stacks						
Macao Books	2F : Macao Collections (Copy)						
CD-Rom Pack	1F : Circ Service Counter						
Closing Stock	Apply to Circ Service Counter						
Back Issues	2F : Special Collections	30 Days					
DVD	4F : Multimedia Media Center	10 Days					
Thread-bound Books	4F : Thread-bound Books						
Map References	4F : Special Collection Area/ Map Reading Room						
Tongka Collection	4F : Special Collection Area						
Macao Books	2F : Macao Collections (Reserved)						
New Arrivals	1F : New Arrivals Stacks	3 Hours			N	1	
Reference Books	3F : Reference Stacks (Classification A) and Main Stacks						
	4F : Reference Stacks (Classification P) and Main Stacks						
Course Reserves Books	2F : Course Reserves Area						
Current Journals	2F : Current Journals Area						
Macao Journals	2F : Special Collections – Macao Journals						
Macao Oversized Books	2F : Macao Collections						
Public Dissertation	Apply to Circ Service Counter						
MUST Institutional Repository	Apply to Circ Service Counter						
Popular Magazines	1F : Magazine Area						
Interlibrary Loan Card	1F : Circ Service Counter	25 Days			Y	N	1
Map/Map References	Apply to Map Collection Service	Reading in Library					
Rare Material	Apply to Circ Service Counter						
Newspaper	1F : Newspaper Area						
Databases	Online	『Siku Quanshu』 Library using only. The other databases could be used via Internet. The Account & PW are as same as the campus e-mail box Account & PW.					