

Loan regulations

Status	Books				AV Media			
	Loan Period	Max Renewals	Reservation	Max Loan Items	Max Loan Items	Loan Period	Max Renewals	Reservation
Faculty	60 days	1	Yes	30		14 days	0	Yes
Staff	30 days	1	Yes	20		14 days	0	Yes
Graduate Students	Semester	30 days	1	Yes	20	14 days	0	Yes
	Summer/ Winter Vacation	Whole holidays	0	Yes	20	14 days	0	Yes
Undergraduates	Semester	14 days	2	Yes	12	14 days	0	Yes
	Summer/ Winter Vacation	Whole holidays	0	Yes	12	14 days	0	Yes
retirees	30 days	0	Yes	5	Only loan inside the library			
Alumni	30 days	0	Yes	5	Only loan inside the library			
Continuing Students	30 days	0	Yes	5	Only loan inside the library			

[Refer the Regulations](#)

Note :

- 1 · The periodicals , newspapers, reference books, course reserves are only permitted to read in the library.
- 2 · Library notices via Email, overdues will be charged NT5 per item per day, total items max fines NT500.
- 3 · The above details are based on Takming University Book Loan Regulation, If any other help note that Readers Services Counters or Online Services to request.