

## Services regulation

USERS	Loan <sup>1</sup> TEXT BOOKS	<i>Loan</i> <sup>1</sup> ALL OTHER BOOKS	Interlibrary loan
STUDENTS of Department of Statistical Sciences	NR. 3 x 30 DAYS	NR. 6 x 30 DAYS	Yes
STUDENTS of other faculties of Bologna University	NR. 3 x 30 DAYS	NR. 6 x 30 DAYS	Only for books about statistical topics
ERASMUS STUDENTS	NR. 3 x 30 DAYS	NR. 6 x 30 DAYS	Only for books about statistical topics
PhD STUDENTS AND RESEARCH FELLOWS of Department of Statistical Sciences	NR. 3 x 30 DAYS	NR. 20 x 60 DAYS	Yes
PhD STUDENTS AND RESEARCH FELLOWS of other faculties of Bologna University	NR. 3 x 30 DAYS	NR. 20 x 60 DAYS	Only for books about statistical topics
PROFESSORS AND ASSISTANT PROFESSORS of Department of Statistical Sciences	NR. 3 x 30 DAYS	NR. 20 x 60 DAYS	Yes
PROFESSORS AND ASSISTANT PROFESSORS of other faculties of Bologna University	NR. 3 x 30 DAYS	NR. 20 x 60 DAYS	Only for books about statistical topics
EMPLOYEES of Department of Statistical Sciences	NR. 3 x 30 DAYS	NR. 20 x 60 DAYS	Yes
EMPLOYEES of other faculties of Bologna University	NR. 3 x 30 DAYS	NR. 20 x 60 DAYS	Only for books about statistical topics
EXTERNAL USERS	NR. 1 x 30 DAYS	NR. 6 x 30 DAYS	Only for books about statistical topics
Internal consultation, borrowing request, document booking and renewal <sup>1</sup> – for every kind of USER			
FOR INTERNAL CONSULTATION ONLY		TEXT BOOKS: NR. 1 x 1 DAY; OTHER BOOKS: NR. 6 x 1 DAY	
BORROWING REQUEST		MAX NR. 6 x 2 DAYS – for text books the number depends on the kind of user, as written above. This service is available also online.	
DOCUMENT BOOKING		MAX NR. 6 x 2 DAYS – for text books the number depends on the kind of user, as written above. This service is available also online.	
RENEWAL		MAX NR. 1 x 30 DAYS, unless the book has already been requested. This service is available also online.	
Delays and penalties – every kind of USER			
UNTIL THE RETURN DAY	From 1 DAY delay on		Loan service suspended in the library
	More than 12 DAYS delay for TEXT BOOKS		Loan service suspended in all the libraries of Bologna University
	More than 28 DAYS delay for the other books		Loan service suspended in all the libraries of Bologna University
AFTER THE RETURN	Each day of delay		Loan service suspended in the library for doubled total of the days of delay

The Library Scientific Committee has approved this regulation and its changes on 2024, March 15<sup>th</sup>.

Loan are registered with the name of the user who picks up the books, unless he/she has a written authorization signed by another person.

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<sup>&</sup>lt;sup>1</sup> Antique or damaged books are not for loan. Requests may be done through the online catalogue or at the front office, where loans are registered. You may also use the self-service loan machine within the library.