

(Approved by AICTE, New Delhi & Permenantly Affiliated to Anna University, Chennai)
An ISO 9001:2015 and 2(f) UGC Certified Institution, Accredited By NAAC With 'B ++ ' Grade
Velankanni Road, Pappakovil, Nagapattinam - 611 102 | Email : principal@sincet.ac.in | Web : www.sincet.ac.in

SINCET/PRIN/2024-25/74

DATE: 19.02.2025

CIRCULAR

That's fantastic news from our Management! It's great to see that our college is offering such a useful service to students and staff. The reprographic center is established in SINCET Library, it will definitely make things more convenient for everyone, especially with the affordable pricing of just Rs. 1 per page. It's always helpful to have such resources on campus, saving time and effort. Thank you

PRINCIPAL

SINCET/PRIN/2024-25/75

DATE: 19.02.2025

CIRCULAR

Library Services and Policies for Students

Students are encouraged to take full advantage of the library hours and facilities offered by the college. The library provides book lending services, and students are required to approach the librarian to borrow books.

Students are permitted to take a maximum of three books per semester. These books should be returned in good condition within 15 days to ensure that other students also have access to the resources.

If books are not returned within the specified period, the following late fees will apply:

First 15 days: No charge

After 15 days: Rs. 0.50 per day After 31 days: Rs. 1.00 per day

Please return the books on time to avoid late fees and to ensure the availability of

resources for all students.

PRINCIPAL

Circulated to:

- 1. The Chairman for kind Information
- 2. All HoD's
- 3. To be read in the class room.

 <u>ehod@sincet.ac.in</u>, <u>eteaching@sincet.ac.in</u>, <u>aco@sincet.ac.in</u>,

 <u>Librarian@sincet.ac.in</u>, <u>ped@sincet.ac.in</u>, <u>principaloffice@sincet.ac.in</u>,

 chairmanoffice@sincet.in