

Regulations of the Library of the Faculty of Chemistry effective September 30, 2022.

I. General rules

The library is open from 9:00 am to 7:00 pm.

Please pick up the ordered books from the person on duty in the reading room.

Returned books should be left in the reading room at the designated place.

II. Rules of use of the book collection

Students who have an entry in USOS for the current academic year are allowed to use the library.

Registration in the library can be done in person, by e-mail (biblioteka@chemia.uj.edu.pl), or by phone (12 686 2771), declaring the desire to use the library.

Users with disabilities have the right to appoint a proxy, who will borrow and renew library materials on their behalf. They also have a statutory right to borrow more publications for a longer period (15 items for 5 months).

Readers order books:

(a) **through the website katalogi.uj.edu.pl** after logging in. When logging in, the reader's card number (for students, it is the student ID number, which is located under the code bar) and password must be entered (first-year students must ask for a password to be generated when signing up),

b) **by email to biblioteka@chemia.uj.edu.pl**. In the email, the reader's name, reader's card number (in the case of students, it is the student ID number, which is located under the code bar), the name of the author, and the title of the book (no signature of the book is needed);

c) **by phone** (12 686 2771),

d) **in person**.

Books are available for pickup when you receive an email (note, very often, they fall into spam) informing you about the borrowed books; you must pick them up within 3 working days. After 3 days, unclaimed books are removed from the reader's account.

Books (maximum 10 pieces) are lent for 3 months. After this period, each reader can renew them (provided the book has not been reserved by another reader) for another 3 months by logging in at katalogi.uj.edu.pl, by email (biblioteka@chemia.uj.edu.pl) or by phone (12 686 2771).