

Regulations
Of The British Centre at Nicolaus Copernicus
University in Torun

1. The rules define rights and obligations of the readers.
2. The centre is open from Monday to Friday from 11.00 a.m. 5.00 p.m.
3. The collection of books and non-book materials is available:
 - In the reading room
 - By borrowing home
4. After a valid identification card is shown and the list is signed in, you can use the stock but only in the reading room.
5. Only those who have a valid membership card are entitled to borrow items.
6. The right to use the stock is obtainable by getting a membership card given out on the basis of an identification card, passport or a student card.
7. One – year membership fee is 40 zł. Pupils, students and pensioners are granted 30 zł.
8. On joining the centre a membership card is given. It entitles to borrow four items at the same time. Teachers and students of English can take out two extra items at any time. It also entitles you to borrow one ELT set and one DVD film.
9. If a membership card is lost the reader should report it at the centre. The duplicates cost 10 zł.
10. Membership card cannot be used by anyone but the owner. Otherwise the reader will be deprived of the right of using the centre.
11. All materials from the centre have to be returned within a month.
12. If materials are not returned within a month and the deadline is not met, the reader is obliged to pay a fine of 1 zł per one item for each following month of overdue.
13. If materials have been lost or destroyed in any way, the reader is obliged to refund the equivalent value of the lost item.
14. No item from the reading room can be borrowed home except for former issues of magazines and newspapers, and under the allowance of the officer in charge.
15. Your valid membership card entitles you to Internet at the centre's venue and using electronic resources.
16. Each person joining the centre is obliged to sign the agreement on processing personal data.