LIBRARY RULES

Please help us create a good work atmosphere in the library!

Please be quiet while you are in the library so that others can concentrate on their work. Keep your phones and notebooks on silent.

Please refrain from eating in the reading rooms and only bring beverages in closed containers. Keep the study spaces clean and put any material you no longer need back onto their appropriate shelves or onto the book trolleys.

If you leave your study space for a break, please place a ‘time disk’ on your table.

ADVICE, GUIDED TOURS, AUDIO GUIDE

Courses and Consultation Services

The KIT Library offers a differentiated range of courses and consultation services. The courses are generally free of charge and open to all.

For current dates and details of courses during the ongoing semester, please refer to the calendar of events on the library website.

Guided Tours

At the beginning of each semester, guided tours are offered specifically for new students. Alternatively, you can also use our audio guide to familiarize yourself with the library.

www.bibliothek.kit.edu/ english/advice-courses.php

CORONA CRISIS

Due to the Corona crisis, there may be changes in library services. You can find current information on the library website.

LINKS AND CONTACT

A collection of useful links for new students can be found on the homepage of the KIT library on the Internet. If you have any questions or requests, you are welcome to contact the staff at the information desks at any time.

Contact

KIT-Bibliothek Süd / Information desk
Straße am Forum 2, 76131 Karlsruhe
Phone +49 721 608-43109 / 43111
Opening hours information desk:
Mon – Fri 9 am – 7 pm, Sat 9 am – 12:30 pm

Online
ﬁnfodesk@bibliothek.kit.edu
@ www.bibliothek.kit.edu
www.instagram.com/kitbibliothek
www.facebook.com/KIT.Bibliothek
www.twitter.com/KITBibliothek

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**FINES**
Fees, e.g. late fines, can be paid at any of the pay stations on the ground floor of the new building, using your library card. Please make sure there is enough money on your card beforehand.

Money transfers are possible at the cash-to-card machines in the library or in the Mensa.

**LOANS AND LIBRARY ACCOUNT**

**How long can I borrow books for?**
The initial loan period is one month. Ten days prior to the end of that period you may extend it by another month, provided the book has not been reserved by another user. The loan period can be extended up to five times.

Please note: If you overdraw the loan period, you will receive an overdue notice including a fine.

**Where can I return books?**
Please return all books (including books from other locations or interlibrary loans) at one of the self-service return machines on the ground floor of the new building.

**How can I check my library account?**
Whether you want to check your library account, find out about the status of ordered books or extend your loans – you can access your library account and carry out activities by simply clicking on “My account” on the KIT Library website.

**SEARCHING FOR LITERATURE**
KIT-Katalog Classic contains all media printed or electronically available at the KIT Library locations. KIT-Katalog Plus is an extension of KIT-Katalog Classic. It also includes journal articles.

**LOANS AND LIBRARY ACCOUNT**

**How can I borrow books?**
Current literature can be found on the open shelves in the reading rooms or the textbook collection. Older materials must be ordered from the stacks and will then be deposited in the pick-up shelf on the ground floor of the old building. Please use the self-issue desks to borrow your books before leaving the library. Books from the interlibrary loan station are already issued to your account. Of course you can also order books from the FBH and the FBD or borrow them directly on-site.

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