



## FH Library Campus Kuchl Lending Information

### Lending Limits

	total number of loans	books	magazines	DVDs
FH Bachelor students	20 items	2 weeks	1 week	1 week
FH Master Students	30 items	4 weeks	1 week	1 week
Alumni University Students	5 items	2 weeks	1 week	cannot be borrowed

Max. lending period for books is two months (extend every two/four weeks).

**Master and diploma theses** and media which are marked as **reference items** are principally **exempted** from borrowing.

Your student identification is required for lending media. You will **not** receive an **additional library card**. If you have forgotten your student identification, suitable identification with photo (passport, personal identification, driver's license) must be shown. Alumni are given a library card, University Salzburg students use their student identification.

**No** identification is necessary for **returning** media.

### Extensions

The lending period can be extended online in the library account, via e-mail or in the library at the information desk, but only if the item is **not reserved**. After max. two months, the media must be returned, but can be borrowed again as long as there is no reservation.

## Reservations

A total of five media may be reserved. Reservations can only be made on **books already lent**, not on those which show up in the list as available. If you have made a reservation on a title, you will automatically receive a notice via E-mail as soon as the item has been returned. You have then **one week** to pick up the item in the library.

## Fees

A late fee of **€ 0.20 per day and medium** will be charged with overdue returns. In addition, reminder fees will be charged for overdue media: reminder and last reminder **€ 2.00** each per item. These fees are to be paid at the library **in cash**.

## Online Search

Link: [https://search-fsa.obvsg.at/primo-explore/search?vid=FSA&lang=en\\_US](https://search-fsa.obvsg.at/primo-explore/search?vid=FSA&lang=en_US)

Start your search by entering a keyword, title or author in the search box. This will give you a list of results. If you click on the title you can see the full record of the book, the request options, whether the book is loanable and the call number. It helps to find out, on which shelf the book is located (e.g.: 120.00-25).

For any questions please contact the library team.