



STUDY SPACES IN THE UNIVERSITY LIBRARY FOR RUB STUDENTS WRITING THEIR DOCTORAL OR MASTER'S THESIS OR PREPARING THEIR STATE EXAMINATION:

By borrowing the locker key, you agree to the terms of use listed below!

Those spaces are booked **for 6 months** by borrowing the corresponding long-term locker key at the information/service desk.

Terms of use:

- Please bring *a copy* of the confirmation signed by the supervising professor and bearing the institute's stamp. It needs to state that the student is writing the thesis and the expected time frame for completion.
- The **loan period is 6 months**. Please check your library account for the due date. The loan period can be extended (by a maximum of 6 months) provided there are no reservations from other users. Please contact the information/service desk in good time before the due date.

The lockers are intended exclusively for storing the following items:

- **Items from the stock of the University Library that have been issued to your library account.**
- **Items from other libraries** that you have borrowed there.
- **Study material** such as notepads, folders, lecture notes, stationery

Please do not store these things in the locker:

- **Food or drinks** (apart from bottled water): Any such items will be removed by University Library staff without the right to reimbursement.
- **Valuables** such as laptops, mobile phones etc.

What do I do if I lose the key?

- If you lose the key, please contact the library staff at the information/service desk on the ground floor. You will receive your belongings (after some formalities), but you will also be charged a **fee of €35** for the installation of a new lock.
- If you **fail to return the key** despite the overdue notifications, it will also be **considered lost** (incurring the fee of €35, including any overdue fines)

Other students are allowed to use the space if the **owner of the key is not present** but have to vacate it at soon as the owner requests to use it. A notice stating this rule is placed on top of these lockers. Please contact the staff at the information/service desk in case of disagreements.

The lockers are checked by library staff at regular intervals and will be cleared if these terms of use are violated.

Disclaimer

The Ruhr University Bochum assumes **no liability** for the loss or theft of or damage to the objects which are stored in the locker!