

Members

Members of Shillong College fraternity shall become members of the Central Library by default

- All the faculty members
- All the regular students
- All other regular employees of Shillong College

#	Category of Member	No. of Books	Period
1	Faculty	10	180 Days
2	Staff	3	15 Days
4	Students	5	7 Days

Overdue Fine Policy:

#	Category of Member	Fine Amount (In Rs.)
1	Faculty	Rs. 20.00
2	Staff	Rs. 5.00
4	Students	Rs. 5.00

Book Bank

Central Library maintains a book bank mainly of undergraduate level text books to help students belonging to economically and socially weaker sections of the society for one academic session.

Circulation Service

The Central Library provides the facility of Issue, Return, Renewal and Reservation of books through the latest Barcode technology to all the library members.

Books are issued to all eligible members for a period of 7 (Seven) days.

Reference books, bound volumes, question papers are for reference only.

Renewal of Borrowed Books

Users can renew the books borrowed by them for two times if the same books are not claimed by any other user. Book can be renewed by bringing them to the library Circulation Counter.

Photocopying service

The Central Library offers photocopying service to all its members, walk-in users and others.

Photo Copy Charges are as follows: @ Re. 1 per page A4 size

The Photocopying Unit timings are as follows:

Monday to Friday: 09:00 A.M. to 03:00 P.M.

Saturdays: 09:00 A.M. to 02:00 P.M.

Internet Service

Free access to Internet service is provided to all teachers / students of the college during college hours.

Reference Service

Reference Service

Users may approach the librarian for information or any assistance in the use of the Library Collections and Services. The following reference services are provided by the central library:

1. Ready reference service on requested query: on the spot, through email and telephone
2. Information about library services
3. Information about library resources
4. Information about Infrastructure development
5. Information about new initiatives being taken by the Central Library.

User Service

The Central Library being the service provider, it arranges various user education services like orientation/education programme for the Students and Faculty of Shillong College every year during the academic sessions.

Government Publications Portal

#	Ministries/Departments
1	Department of Agriculture, Cooperation & Farmers Welfare (DAC&FW)
8	Ministry of Commerce and Industry
9	Department of Industrial Policy and Promotion
10	Department of Communications
11	Department of Consumer Affairs
12	Department of Consumer Affairs (AR)
13	Ministry of Defence
14	Ministry of Culture

15	Ministry of DONER
17	Ministry of Earth Science
18	Ministry of Electronics & Information Technology
19	Ministry of Environment, Forest and Climate Change
20	Ministry of Electronics & Information Technology
21	Ministry of External Affairs
22	Ministry of Finance
23	Ministry of Food Processing Industries
24	Ministry of Health & Family Welfare
26	Ministry of Home Affairs
27	Ministry of Housing and Urban Affairs
28	Ministry of Human Resource Development
29	Ministry of Information and Broadcasting
30	Ministry of Labour & Employment
31	Ministry of Law & Justice
32	Ministry of Micro, Small and Medium Enterprises (MSME)
34	Ministry of Minority Affairs
35	Ministry of New and Renewable Energy (MNRE)
36	Ministry of Panchayati Raj
37	Ministry of Parliamentary Affairs
38	Ministry of Petroleum and Natural Gas
40	Ministry of Railway
41	Ministry of Road Transport and Highway
42	Ministry of Rural Development
44	Ministry of Skill Development & Entrepreneurship (MSDE)
46	Ministry of Social Justice and Empowerment
47	Ministry of Statistics and Programme Implementation
49	Ministry of Textiles
50	Ministry of Tourism
51	Ministry of Tribal Affairs
52	Ministry of Housing and Urban Affairs
53	Ministry of Water Resources
54	Ministry of Women and Child Development
55	Ministry of Youth Affairs & Sports

User education Service

The central library organised users orientation programmes, faculty development programmes, workshops, conference, educational tour and book fair from time to time.

