

Welcome to Norssi school library!

By signing and using the library card, you consent to the following rules and instructions:

Library card

- Students have personal library cards that they use to loan books and magazines
- Please keep your library card and PIN number only to yourself
- Teachers, staff and student teachers can request for the library card, too
- In case the card gets lost, please inform the librarian immediately
- By using the library card, you can loan books independently via the loaning machine by signing in with your PIN number
- Ask the librarian for the new PIN reset

Using the school library

- Library is open on school days from 8 am till 3.30 pm
- No loaning at 1.00 - 1.15 pm (recess)
- Students can use library on one's own or with teacher
- It is possible to print out study related materials at the library
- Librarian offers help for information retrieval on the databases and e-resources of Turku university library

Loaning & returning

- You are responsible for your loans: library books and magazines should be taken care well
- It is forbidden to use friend's or siblings' library card
- Loan time is 28 days i.e. 4 weeks
- Due date notice is automatically sent to UTU mail address 3 days until the due date
- Loans must be returned to the library desk, returns box at the B lobby or by using the loaning machine
- It is possible to renew the loans for 3 times, after that the loans should be returned
- Due date is shown on the receipt, you can also check the date from the librarian
- Student is liable to compensate wet or otherwise ruined books
- The loans that are not returned are marked as lost
- Lost, wet or ruined items are billed from the student

