

Individual Study Rooms

Conditions for using the Individual Study Rooms

- Individual Study Rooms may be used by only **1** patron.
- A valid QU ID is required to check out a key to a room. Keys are obtained at and returned to the Circulation Desk.
- QU users may reserve a room for a **maximum of 2 hours/day**.
- Students are not allowed to make more than one reservation per day.
- If there are no succeeding reservations or requests for use after a user's time period has expired, the reservation can't be renewed for an additional hour .
- Users may make reservations **two days in advance**. The reservation will be pending until approved by the library staff.
- Occupant is responsible for returning the key to the Circulation Desk on the First Floor (Female), and to the Second Floor for (Male).
- Library patron may obtain immediate access to a room if it is unoccupied and not reserved.
- Reservations are held for only **10 minutes** beyond the start time of the reservation.
- If unclaimed by the reserving after the 10 minutes, it will be made available to another user.
- Rooms should be evacuated **by 6:45pm**.
- The study rooms will be closed exactly by **7:00pm**
- Food is not allowed.
- Library furniture from other locations may not be moved into the individual study room(s).
- The library is not responsible for the loss or theft of personal property left unattended.
- Occupant of Individual Study Rooms may be asked to leave the Library for inappropriate behavior. Failure to honor this request will result in asking Campus Security to resolve the issue.

For help, contact the **Room Reserve desk** 6346-6331(Female Library) and 4057- 4097 (Male Library) or by email at: lib.circulation@qu.edu.qa