

Individual Study Rooms Procedures and Policy

- The individual study room is only for one person.
- The patron should show QU ID to circulation staff to get the key for the booked room.
- Patrons may reserve a room for a maximum of 2 hours/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.
- 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.
- Students are requested to leave the study rooms by 6:45pm since the rooms close at 7:00pm.
- Moving furniture and electronic equipment from/to the study room are not allowed.
- The library is not responsible for the loss or theft of personal property left unattended.
- Eating and drinking are prohibited inside the study room.
- The library staff are permitted to ask users to leave the study rooms in case of violating any of the above regulations and rules.
- For assistance or help, contact library at email lib.circulation@qu.edu.qa

or contact library at the following telephone numbers:

- Female section 4403-4096 / 4403-6331 / 44034059
- Male section 4403-4097