



# Christ Church College, Kanpur

---

## IQAC Policy Document

### Ninan Abraham Lending Library and Research Section

#### **Introduction**

Christ Church College, Kanpur, is proud to establish the Ninan Abraham Lending Library and Research Section in honor of Dr. Ninan Abraham, our esteemed former Principal. The library serves as a valuable educational resource, providing access to a wide range of books to enhance the learning experience of our diverse student and faculty community.

#### **Lending Library**

##### **Membership:**

Membership of the Lending Library is open to all bona fide students of Christ Church College upon payment of a non-refundable deposit of Rs. 100/- per student per year.

A separate Accession Register will be maintained for library members.

Unique library cards will be issued to all members.

##### **Borrowing Guidelines:**

Members can borrow a maximum of four books every semester for the full semester.

A maximum of one book per course can be issued to each member. Borrowed books must be returned before the commencement of exams, as failure to do so will result in the withholding of examination admit cards.

##### **Operating Hours:**

The Lending Library will operate during college working hours, from 10:00 a.m. to 3:00 p.m., on all working days.

#### **Research Section**

##### **Membership:**

Membership of the Research Section of the Lending Library is open to teachers and research scholars of Christ Church College upon payment of a deposit of Rs. 500/- per teacher/research scholar per year.

A separate Accession Register will be maintained for Research Section library members.

Unique library cards will be issued to all members of the Research Section.

##### **Borrowing Guidelines:**

Members of the Research Section may borrow a maximum of two books at a time, for a period of 15 days.

Borrowed books can be renewed if there are no pending reservations for the same book.

**Donations and Rare Books:**

We encourage teachers, alumni, scholars, and others to contribute valuable books and reference materials to the Research Section of the Lending Library.

The Research Section aims to house rare and important reference material to support research activities across various disciplines.

**Damaged or Lost Books:**

In the event of a book being damaged or lost, the reader is responsible for covering the cost of the book and any expenses incurred in securing the return of the book or recovering the cost.

Habitual over-retention of books may lead to the suspension or cancellation of membership in the Research Section.

**Conclusion:**

The Ninan Abraham Lending Library and Research Section at Christ Church College, Kanpur, are established with the primary goal of providing students, faculty, and research scholars with access to an extensive collection of books. We aim to foster a culture of learning, research, and knowledge sharing. This policy document is designed to ensure efficient library operations and the responsible use of library resources.

This policy is subject to periodic review and may be updated to better serve the needs of the Christ Church College community.

  
**PRINCIPAL**  


  
**IQAC COORDINATOR**  
**Coordinator**  
Internal Quality Assurance Cell  
Christ Church College, Kanpur