

I WOULD LIKE TO BORROW AN ITEM

Direct access classification + stack requests (adaptation necessary for campuses) / borrowing method (pick it up or make an online request)

conditions (duration, renewals) /

Self-service machines / desk: returns and in case of problem (overdues, losses)

Once you have found the resources you need for your work, you can either read them on site or online, or [borrow them from the direct-access rooms or the stacks](#).

Direct access books and periodicals can be consulted right away in the reading rooms.



The **subject classification** of direct access items (the library uses the **Dewey Decimal** system and all items are labelled with their Dewey number) is spread over the two buildings in Rue St Guillaume:



at 30 Rue Saint-Guillaume:

1st floor: political science, international relations, administration, defence

2nd floor: history, geography, area studies, atlases

3rd floor: law

at 27 Rue Saint-Guillaume:

Ground floor: culture and media

1st and 2nd floors: economics

3rd floor: social sciences, sociology

4th floor: social issues, education, management

5th floor: philosophy, religion, art, literature, scientific humanities

To borrow them, go directly to the **loan desk** (or reception desk),



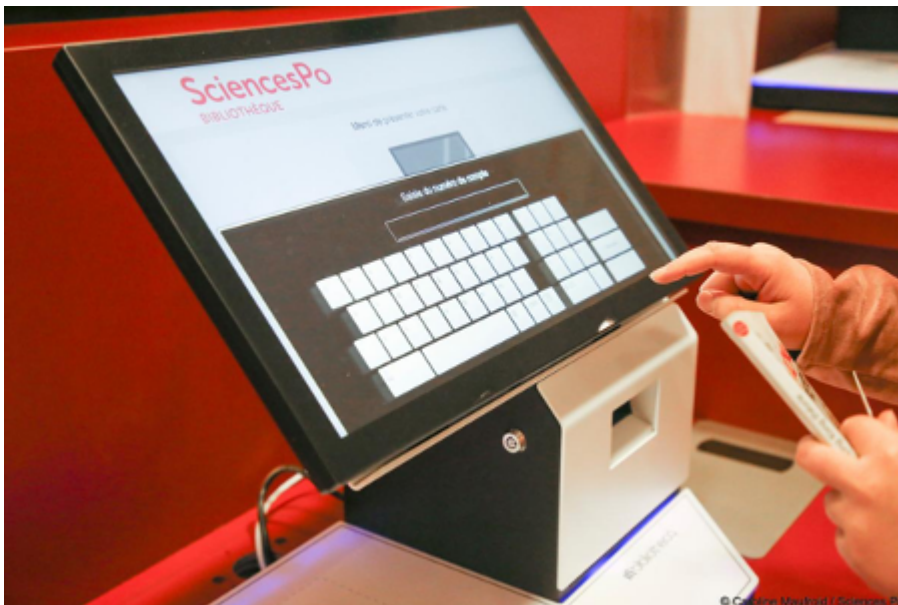
or use the **self-service machines** (ground floor of 27 and 30 Rue Saint-Guillaume).



Place the book or periodical, barcode facing up, under the scanner (if you're borrowing several items, repeat this step for each item).

Once you've scanned the last item, press the # key.

The machine will print a ticket with the loan date and return date for each item.



You can also enter your student ID number to check your library account or, if you have lost your card, to borrow.

If the machine isn't working, please inform the staff at the loan desk.

*Please note that some items are **not available for loan**.*

Items kept in the closed stacks are not directly accessible to users.

You have to search for these items in the catalogue and [request them online](#).

Exemplaire(s) imprimé(s)

Demander 

[< RETOUR AUX LOCALISATIONS](#)

Paris Bibliothèque

Disponible  Magasins Cote: 4°031.290
(1 exemplaire, 1 disponible(s), 0 demande(s))

Exemplaire en rayon
Prêt 1 mois

Loan conditions vary depending on your library card, the type of item, and its location.

If items are already on loan, you can **reserve** them. Loans are automatically **renewed** under certain conditions. You can see this in your **[library account](#)**.

*Please note: Some items are for reference only and **cannot be borrowed** (30 Rue Saint-Guillaume, lower ground floor/level -1)*

If you are **late** returning items you have on loan, your borrowing privileges will be suspended for the number of days that the items remain overdue.

If a borrowed item is **lost** or **damaged**, the cardholder must replace it or pay for it.

For any questions about loans, overdue items or disputes, you can contact the library via the **[enquiry form](#)** (select “Un(e) prêt, retour, réservation” as the subject) or contact the loan desk at 30 Rue Saint Guillaume.