**Opening Hours**

*During Semester*
- Monday-Thursday: 8:00 am–9:00 pm
- Friday: 8:00 am–4:30 pm
- Weekend: 2:00 pm–6:00 pm

*During Vacation*
- Monday-Friday: 8:00 am–12:00 pm
  - 1:30 pm–5:00 pm
- Weekend: Closed

*Public Holidays*
- Closed

Anyone may use the collection within the library.

Use of library computers is restricted to USP students and staff members.

A valid library card is required to borrow library materials. Staff cards require onetime activation.

Students must re-register their cards at the beginning of each semester. To register, bring your payment confirmation letter and ID to the Issues Desk.
Welcome to the Emalus Campus Library!

The Emalus Campus Library collection has two major sections.

Law collection: law reports and legislation from various jurisdictions, legal textbooks and periodicals (including Pacific island primary and secondary materials).

General collection: all non-law texts and treatises, including fiction.

In addition, the Emalus library collection has several smaller components.

Periodicals: scholarly journals, newspapers, magazines.

Reference (law and general): dictionaries, encyclopedias, thesauri, atlases.

Reserve: materials designated by instructors for their courses. These materials have restricted borrowing conditions and are kept behind the Issues Desk.

Vanuatu Collection: materials relating to Vanuatu (fiction and non-fiction). Restricted access; please enquire at the Issues Desk.

DVD: films and documentaries; materials related to a variety of academic disciplines.

Online databases: USP subscribes to electronic databases in many disciplines. Use of these databases is restricted to USP staff and students.

Library Rules

1. No library materials may be removed without being properly checked out.
2. All library borrowing requires a valid ID card.
3. Periodicals cannot be borrowed and may not leave the library.
4. Please keep noise to a minimum.
5. Borrowers are responsible for the materials they have checked out. Damaged or lost items must be paid for, including a 2,000 vt administrative fee.
6. Fines for overdue materials accrue at 50 vt/day. Fines for overdue reserve materials accrue at 200 vt/hour. Fines must be cleared at the Emalus Finance Office. Patrons with outstanding fines may not borrow library materials. Continuing students may not enroll without paying their outstanding fines.

Borrowing and Lending

Patrons must present a valid USP ID card to borrow library materials.

Students may borrow up to 5 items at a time for 1 week each. Staff may borrow up to 10 items for 4 weeks each.

Reserve materials may be checked out for 2 hours. Overnight loan of reserve materials is allowed after 8:00 pm (unless prohibited by the instructor). Reserve items borrowed overnight are due by 8:30 the following morning.

Borrowers are responsible for returning their materials by the due date.

Using the Catalogue

The Emalus library catalogue is available online via the library web page or at this address: dlh.vanuatu.usp.ac.fj/Athcgi/athweb.pl.

Users may search by general keywords, author name, title, subject or series.

Search results will include each item’s call number. The call number designates where the item is located within the library.

Photocopies

USP students and staff and registered library members may use the photocopiers. Users must first create a PIN at the Issues Desk. Photocopies (black/white only) cost 10 vt/page.

Printing

USP students may send their print jobs to the library public printer. Black/white printing is 10 vt/page. Colour printing is 50 vt/page. Printing is paid for through each student’s Papercut account. Papercut accounts may be topped up at the Finance Office.

Lockers

Library lockers may be rented for 1,000 vt/year. Please see the Issues Desk to rent a locker.