

Library facilities

There are movable storage containers, “caddies”, for the safe storage of your study materials. Caddies can be rented for a maximum of 4 weeks.

You can also find six carrels in the library which you can also rent for a maximum period of 4 weeks.

If you have any further queries, please do not hesitate to contact us!

General information about the library

HNU - Hochschule Neu-Ulm | Neu-Ulm University
Hochschulbibliothek | Library
Wileystraße 1 | 89231 Neu-Ulm

Fon: 0731 / 9762-2701

Fax: 0731 / 9762-2799

E-mail: bibliothek@hs-neu-ulm.de

www.hs-neu-ulm.de/bibliothek

Main subjects of the library

- Business and economics
- Marketing
- Logistics
- Accounting and controlling
- Banking and insurance business
- Health management
- EDP and information technology
- Law

Opening hours:

Mo – Thu : 09.00 am – 07.00 pm*
Fri : 09.00 am – 05.00 pm
Sat (twice a month) : 10.00 am – 02.00 pm**

* from 5.00 pm to 7.00 pm there is limited service (only loan and return of books)

** Saturday opening days see the web page

Please note: During the semester break in August + September we have limited opening hours!

Registration and reader's ticket

To borrow or renew books you need a reader's ticket. Students can use their Campus Card to borrow items. External users need to register - please show your identity card or passport.

There is no registration fee – but if you lose or damage your reader's ticket, you have to pay 40,-€ for a replacement card!

Borrowing regulations

Loan period

Books: 4 weeks

Software, CDs & VHS: 2 weeks

Movies on DVD: 1 week (no extension possible!)

Extending a loan period

Books, software and CDs can be renewed 3 times, unless a reservation has been placed by another user. The extension can be made by you via OPACplus or you report to the library staff.

Borrowing limits

40 items for our students; 20 items for external users

Reservations

You can reserve books which are on loan – by you via OPACplus.

How to find books and journals

All media items (books, journals, CDs, DVDs,...) can be searched for in our library catalogue OPACplus (Online Public Access Catalogue), which is available via internet. Click on “english” at OPACplus and you can use it in English.

OPACplus provides information about the item's location (for example: 100/QX 730 F328) and its loan status (on loan = entliehen, available = ausleihbar). You can also find e-Journals and e-Books per OPAC – please ask the library staff if you want to learn more about the e-content.

Online Access to your library account

You can use the loan functions and inter-library loan via OPACplus by entering your user number and password.

Your user number is printed on your Campus Card. The initial password for your account is your six-digit birthday, month and year (e.g.: your birthday: 12th of May 1985 - your password: 120585).

Fines for late return of material

1st overdue notice: 7,50 €

2nd overdue notice: 10,-€

3rd overdue notice: 20,-€

4th overdue notice: 30,-€

If you are unable to come into the library to return the books, please contact us!

Reference materials

Books with a red stripe on the spine are for reference and cannot be borrowed. Our newspapers and periodicals are only for reference.

Interlibrary loan

Students and other university members can order books we don't possess via interlibrary loan. You can order via OPACplus – the library staff is pleased to help you if you want to learn more about interlibrary loan.

Databases and Internet

The library offers access to several databases. Please ask at the enquiry desk for more information.

In the library you can also access the Internet. WLAN is available for students and other university members (you need your log-in details).