

# Terms of use

Only IHS staff is entitled to borrow books and other materials without a fixed loan period. The library team will contact you if somebody else needs the book. The library has the right to recall any material on loan.

Users of the library's reading room are requested to comply with the relevant regulations posted in the reading room.

External users may use the library only as a reference library in the mornings or after prior arrangement.

Library material must be handled carefully. The reader is responsible for the borrowed material(s). Lost or damaged items must be reported promptly. The borrower is requested to pay for replacement.

Two weeks before a staff member permanently leaves the Institute, s/he has to return all borrowed library items.

We store personal data for the integrated library loan system. By signing the library pass the user acknowledges the library regulations and accepts that her/his name and email address will be stored.

## Electronic Resources

By accessing licensed material, users agree to the following terms of use:

1. When using electronic resources and programs provided by the IHS Library, users are obliged to observe all relevant legal regulations, in particular copyright laws, licensing agreements, and restrictions of use. If you need more information, please contact the library staff. Any costs and damages resulting from claims made against IHS because of infringements of the rights of third parties caused by a library user shall be borne by the user.
2. Any passwords disclosed in the course of a search in electronic resources are to be treated confidentially and not passed on to third parties.
3. Access to electronic full texts is restricted to staff of the Institute for Advanced Studies.
4. Full texts may only be printed or downloaded for personal, non-commercial use or for research purposes.
5. Systematic downloads of search results and full texts, particularly using robots, are not permitted.