Opening Hours

- Electronic Library: 24/7
- Stanley Ho Library and Ho Sik Yee Library:
  (Notice of opening hours and any subsequent changes will be posted in advance at the Library entrance and on the Library homepage.)

<table>
<thead>
<tr>
<th>Service</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday – Fridays (excl.)</td>
<td>09:00 – 22:00</td>
</tr>
<tr>
<td>Saturdays and Sundays</td>
<td>12:00 – 22:00</td>
</tr>
<tr>
<td>Public holidays (Mon–Fri)</td>
<td>13:00 – 21:00</td>
</tr>
</tbody>
</table>

Non-examination period
Examination period* 09:00 – 22:00

* early closing on some festival days

Library Card
- Bring your valid student card to enter the library and to borrow materials.

Loan Quota & Period

<table>
<thead>
<tr>
<th>User Categories</th>
<th>General Collection *</th>
<th>Reserve Collection *</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Quota</td>
<td>Period</td>
</tr>
<tr>
<td>General Collection *</td>
<td>20</td>
<td>14 days</td>
</tr>
<tr>
<td>General Collection *</td>
<td>30</td>
<td>30 days</td>
</tr>
</tbody>
</table>

* General Collection contains more than 166,000 titles in Chinese, English & foreign languages.

Loan Quota and Period

- General Collection: 20 titles/14 days
- Reserve Collection: 3 titles/2 hours

Return
- Library materials borrowed from any one of the OUHK Library, i.e. Stanley Ho Library or Ho Sik Yee Library, can be returned to either library.
- You can return your borrowed books to the Circulation Counter or through the book return box located at the entrance of each library.
- Overdue fine: HK$3 per day for materials from the General Collection and HK$3 per hour for materials from the Reserve Collection.

Renew
- In person: Circulation Counters / Online: Library Homepage (http://www.ouhk.edu.hk/lib) > Borrower Record.
- A maximum of 4 renewals may be made. Unsuccessful renewals may occur if:
  i. Maximum renewal limit has been reached OR
  ii. Items are being reserved by other users OR
  iii. Your borrowing right is being suspended.

Book Reservation
- General Collection materials and their accompanying items (SPM) can be requested online or in person when all copies of a title are checked out or reserved by other users.
- The requested items can be collected at the Circulation Counters on or before the last pick-up date as shown on the Book Reservation Notice.

Email Notices and Library Newsletter
- All active students will receive Library workshops and other announcements, the latest issue of Library Service Updates (LSU) and the following Library notices through their personal OUHK email accounts: Pre-overdue Reminders, Overdue Notices and Book Reservation Notices.

Library Workshops
- The Library provides orientation workshops for students at the beginning of each semester, in which we will provide guidance on using Library resources. Please watch out for our news and join us.

More Help
- User guides on services and resources: Library Homepage (http://www.ouhk.edu.hk/lib) > User Support > Library Guides
- Information Desk: 2F of the Stanley Ho Library! Ask a Librarian: Ho Sik Yee Library

Contact Us
- Telephone: 2768-6777
- Email: libwww@ouhk.edu.hk

Welcome to OUHK! To support your study at the University, OUHK Library has made available to you a variety of resources and services in the Campus Libraries and the Electronic Library. To learn more, visit the Library homepage at http://www.ouhk.edu.hk/lib.

Electronic Library (E-Library)

The Electronic Library provides access to resources relevant to your study and research at the OUHK. At the E-Library, you may:
- Browse & search more than 544,000 printed and electronic books
- Browse & search more than 100,000 printed and electronic journals
- Search more than 243,000 physical and online multimedia titles
- Search more than 380 databases, including full-text databases that provide online access to millions of theses and dissertations
- Search online examination papers and assigned readings
- Renew and reserve Library items

Access to the E-Library from home or office

- Many resources in the E-Library are restricted to OUHK staff and students. You need to log in to access these resources from off campus.

  **User ID**: "s" + first 7 digits of your student ID number [e.g. s9876543 for student number 98765432]
  **Password**: OUHK Single Password**

  * All letters for user ID must be in lower case.
  ** Set your own single password for Electronic Library and other online services of the University. Check details at: OUHK homepage (http://www.ouhk.edu.hk) > Current Students > Communication & Support > Single Password Management.

Facilities

The Stanley Ho Library (1/F and 2/F of the Main Campus) and the branch library, Ho Sik Yee Library (5/F of the Jockey Club Campus) together provide more than 700 seats.

Facilities Highlight

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**SUITABLE MATERIAL FOR HOME STUDY**

- General Collection
- Reserve Collection

**BOOK RESERVATION**

- Book Reservation Notice
- Book Not Rescheduled

**RENEWALS**

- Renewals are restricted to OUHK staff and students.
- Successful renewals may be made. If unsuccessful, the library will notify the borrower.

**BOOK RETURN**

- Library items may be returned to either library.
- Returned items are checked out by the Circulation Counter on or before the last pick-up date as shown on the Book Reservation Notice.

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