CONTACT

bib.hs-duesseldorf.de
facebook.com/hsdbib
instagram.com/hsdbib

Address
Muensterstrasse 156
Building 1
40476 Duesseldorf

Phone, e-mail
T +49 211 4351-9200 (service desk)
T +49 211 4351-9240 (information)
F +49 211 4351-1-9299
bibliothek@hs-duesseldorf.de

Opening hours
Monday – Friday     8 am – 11 pm
Saturday, Sunday 11 am – 7 pm

Change of opening hours and our staffed service hours will be announced via notice and on our website.

Bank account
Account holder: Hochschule Duesseldorf
IBAN: DE21 3005 0000 0004 0150 12
BIC: WELADEDDXXX
Bank: Helaba Landesbank Hessen-Thueringen
Reason for payment: Bibliothek/surname, first name
(e.g. Bibliothek/Smith, Jamie)

Photo: Katharina Windel
Attribution-NonCommercial-ShareAlike 2.0 Generic (CC BY-NC-SA 2.0)
https://creativecommons.org/licenses/by-nc-sa/2.0/
LENDING

Lending
– possible for most items
– exceptions: reference collection, course-specific books, and journals
– loan period: usually 28 days
– due date: on your receipt or in your library account

Return
– at the service desk
– at the self-service loan
– at the book return station
– pre-notice via e-mail: three days before loan period expires

Renewal
– up to three times, as long as the item is not reserved
– via e-mail, mail, online via your library account, or personally, not by phone
– new loan period: on your receipt or in your library account

Overdue fines
– incur from the first day exceeding the loan period
– no more loans or renewals if charges exceed 30 € total
– increased fines on ten-day-intervals

<table>
<thead>
<tr>
<th>days</th>
<th>up to 10</th>
<th>up to 20</th>
<th>up to 30</th>
<th>more than 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>per item</td>
<td>2 €</td>
<td>5 €</td>
<td>10 €</td>
<td>20 €</td>
</tr>
</tbody>
</table>

Reserving books
– only for items that are currently on loan
– free of charge via the library catalogue
– notification via e-mail as soon as the item is available

Interlibrary loan
– available: books or journal articles
– only for items not available in any library collection in Duesseldorf
– service charge: 1,50 € per book or journal article

Book order suggestions
– for items that are not in the collection yet
– free of charge
– notification via e-mail as soon as the item is available

Information, helpdesk, training
– assistance and instruction in finding information
– support in accessing library ressources and services
– one-on-one consultation (also in English)
– broad range of individual trainings

Online catalogue (KatalogPlus)
– accessible via internet
– indexes all items bought by the library (books, journals, e-books, e-journals, DVDs etc.)
– provides access to your library account

Information, helpdesk, training
– assistance and instruction in finding information
– support in accessing library ressources and services
– one-on-one consultation (also in English)
– broad range of individual trainings

*Please note: Most web content on bib.hs-duesseldorf.de is currently only available in German.