



Dr. Zakir Hussain Teachers' Training College,

Laheriasarai, Darbhanga, Bihar

Permanently recognized by the state Govt. & ERC, NCTE, Bhubaneswar

Permanently affiliated to Lalit Narayan Mithila University, Darbhanga

Accredited to grade 'B' by NAAC

LIBRARY

OBJECTIVES:

1. To empower students to unlock their potential and apply their learning effectively in real-life situations.
2. To provide them with quality education that prepares them for meaningful future and diverse career opportunities.
3. To address and eradicate the educational backwardness prevalent in the surrounding community.
4. To foster a culture of innovation by encouraging and supporting creative ideas and forward-thinking projects.
5. To create a welcoming and well-equipped environment that enhances the experience of utilizing library services.
6. To expand basic skills development programs, ensuring all students are well-prepared for higher education and college readiness.
7. To offer comprehensive guidance to students in making informed decisions about their career paths and professional growth.
8. To organize activities that promotes social awareness and contributes to the welfare of society.
9. To inspire entrepreneurship by conducting various training programs that equips students to start their ventures.
10. To invite distinguished honorary members and professionals from diverse fields to deliver insightful lectures, encouraging students to broaden their perspectives and prepare for real-world challenges.

Vision:

To become a center of excellence, renowned for delivering cutting-edge technical education that meets global standards. We aspire to produce graduates who are not only technologically proficient but also ethically driven, empowering them to make meaningful contributions to society and humanity.

Mission:

1. Provide students and teachers with the tools and resources necessary for fostering knowledge creation and self-reliance.
2. Cultivate an innovative learning environment that prepares learners to meet the evolving challenges and opportunities of the modern world.
3. Encourage critical thinking, innovation and experimentation in students, nurturing their leadership capabilities.



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4. Inspire individuality and respect for diversity, empowering students to succeed in varied and dynamic contexts.
5. Enhance employability by equipping students with career-oriented skills, preparing them for rewarding professional lives.
6. Foster a sense of connection with nature, empathy for others and self-discovery among students.
7. Advance education through interdisciplinary approaches, skill-building initiatives and cutting-edge research facilities.
8. Support teachers in becoming accomplished educators and researchers, excelling in their respective fields.

Library Team

Library Staff:

1. Md. Faizan Reza

Asst. Librarian

E-mail ID: pricpzhttc@gmail.com

Contact No.: 7277116629

2. Md. Shakeel

Peon: 7481996406

Library Books Information	
No. of Books Total	19020
Reference Book	1600
Text Book	8155
Journals Education (Five Publications)	Cont. from last 20 Years
News Papers	Cont. from last 1982
Magazines	Cont. from last 1982
Encyclopedia	8 Types
Educational Encyclopedia	11
Year Book	1968 to 2016
Collected works	22
Title available in Library	8560



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General Rules and Regulations

1. The Central Library is a **NO-MOBILE ZONE**. Please refrain from using mobile phones within the premises.
2. Students must wear their proper college uniforms and display their ID cards at all times while in the library/college campus.
3. Maintain strict silence in the Reading Room and other areas of the library to provide an environment conducive to study.
4. Do not bring baggage into the reading or lending sections of the library.
5. Avoid crowding at the counters. Always stand in a queue and wait patiently for your turn.
6. The ID card is non-transferable. Using someone else's ID card is a punishable offence.
7. Interact respectfully and cooperate with the library staff at all times.
8. If you face any difficulties or need assistance, feel free to approach the Librarian.
9. Library facilities are exclusively for the current students and staff of the College. Ex-students and outsiders are not permitted to use the library services.
10. Any act of indiscipline in the library will result in the cancellation of membership and may lead to further disciplinary actions.
11. Students and staff must clear all library dues to obtain a Clearance Certificate from the Library Office before completing their studies or duties.
12. Activities such as sleeping, eating or consuming refreshments inside the library are strictly prohibited.
13. Handle library books and journals with care to avoid damage.



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Guidelines for the Lending Section

1. Students can borrow **two books at a time** for up to 15 days, with an option to renew them for an additional 15 days (except in special cases). Borrowed books must not be identical.
2. Always carry your own ID card when borrowing or returning library books. Personal presence is mandatory.
3. Ensure borrowed books are returned on or before the due date mentioned on the date slip inside the book.
4. A fine of **Rs. 2 per day per book** will be charged for late returns.
5. If the fine exceeds **Rs. 50**, students must collect a fine slip from the Library Office and deposit the amount at the SIB/College Office. Submit the student copy of the fine slip to the Library Office to update your fine status.
6. Check the condition of the book when borrowing. Report any existing damage or markings to the library staff immediately. If not reported, the borrower will be held responsible for the damage.
7. The Open Access system allows easy browsing, but users must ensure books are not misplaced. If you choose not to borrow a book, return it to its proper place on the shelf.
8. Misplacing or hiding books is a punishable offence.
9. When returning books, ensure they are handed over first at the Lending Counter. Do not carry borrowed books into the Reading or Lending Section.
10. In case of lost or damaged books (including markings or writing), the borrower must replace the book with the same edition or a newer edition.



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Guidelines for the Reading Section

1. Books labeled as **“REFERENCE”** and periodicals (such as journals and magazines) are strictly for use within the library and cannot be taken outside the Reading Room.
2. Students may use up to **three books at a time** for study in the Reading Room.
3. Handle newspapers with care. Avoid scattering or tearing pages while reading.
4. Do not misplace books while browsing the shelves. After use, return them to the counter.
5. Laptops and palmtops are allowed for use within the library premises.
6. Newly acquired books are showcased in the **New Arrival Section** for easy access.

Library Services

Library Hours (10.00 am - 03.30 pm)	
Saturday's to Thursday	10.30 am - 03.30 pm
Friday	Holiday
Summer Vacation	Holiday

Borrowing Members

Sl. No	Designation	No. of book	Period
1	Board Members	05 Books	2 Months
2	Principal	04 Books	1 Month
3	Faculty Members	03 Books	1 Month
4	Non-Teaching Staff	02 Books	15 Days
5	Students	02 Books	15 Days



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Book Bank Membership

Students enrolled in **M.Ed., M.A. (Edu.), B.Ed., and D.El.Ed.** Programs can join the Book Bank by paying a **non-refundable fee of Rs. 250**. Members are entitled to:

- Borrow up to **10 books** for the entire session.
- Exchange books if needed during the session.

PCs are available in the following locations

1. **Digital Library :**
2. **Lending Counter**
3. **Technical Processing Unit**
4. **Library Office**
5. **Reprography Section**



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