

Annex no. 2 to

“Rules and regulations on the provision of access to the collections of and the use of the services of the Library of Wrocław Medical University”

(order no. 173/XVI R/2025 of the Rector of Wrocław Medical University of 17 October 2025)

Rules on the use of the study rooms

1. The individual and group study rooms can only be used for educational and research purposes.
2. The study rooms can be used by the employees, Ph.D. students and students of WMU who hold a valid electronic ID and have been registered with the Central Authorisation System. The study rooms are available during the opening hours of the WMU Main Library.
3. Study room reservation is only available online through an electronic reservation system available at <https://pokojenauki.umw.edu.pl/>. After a reservation has been made, the user's electronic ID functions as an access key to the study room for the period of the reservation.
4. Making a study room reservation constitutes acceptance of the provisions of these rules.
5. Eligible users can reserve a study room for up to 3 hours a day. The reservation can be extended by a librarian on duty if the room indicated is not reserved by another user. The new reservation must be confirmed by placing the ID card on the reader.
6. If a library user is not going to use the reserved room, they are obliged to cancel their reservation in the system.
7. A reservation shall be automatically cancelled if a library user does not enter the reserved room within 30 minutes after the reservation period has started.
8. It is forbidden to transfer the rights to use a study room to other persons.
9. While in the study rooms, library users can use all library materials (except for the special collection items), their own materials as well as their own computer devices.
10. Library users bear full responsibility for the library materials and equipment present in the study rooms.
11. Library users that are using the study rooms are obliged to behave in such a manner as not to disturb other library users.
12. In justified cases, a librarian has the right to enter a study room, even when the library user who has reserved the room is not present.

13. After finishing learning, library users are obliged to put library materials away in designated places and leave the study rooms as they found them.
14. A librarian has the right to check the condition of the study room being vacated. In case of any damages, the library user who has been using the room will be held materially liable for the damages.
15. The WMU Main Library shall not be responsible for users' personal belongings or equipment left unattended in the study rooms.
16. In matters not covered by these rules, the other regulations in force at WMU Main Library shall apply.
17. Failure to comply with these rules shall result in the loss of the right to use the study rooms.
18. In case of violation of these rules, the librarian on duty has the right to require that the user immediately leaves the study room and/or block the user's account in the electronic reservation system.
19. During a system outage, the user will be issued a replacement card to access the study room. The reader is required to return it after the reservation time has expired.