

*This is a courtesy translation of the legally binding *Satzung über die Erhebung von Bibliotheksgebühren an der Universität Tübingen (Bibliotheksgebührenordnung – BiblGebO)**

Statute on the levying of library fees at the University of Tübingen (Bibliotheksgebührenordnung – BiblGebO)

Based on § 1 (1), § 2 (2) of the state law governing higher education fees (LHGebG) of 01 January 2005 (GBl. p. 794) most recently amended by article 7 of the law dated 03 December 2008 (GBl. P. 435, 457), in connection with § 19 (1) sentence 2 and no. 10 of the Landeshochschulgesetz (LHG) dated 1 January 2005 (GBl. p. 1), most recently amended by article 1 of the law dated 07 February 2011 (GBl. P. 47), the University of Tübingen Senate on 09 June 2011 passed the following statute.

The President and Vice-Chancellor approved the statute under § 2 paragraph. (2) sentence 2 LHGebG on 9 June 2011 and amended it on 08.03.2012.

Preliminary remarks

All references to natural persons in this statute are gender-neutral.

§ 1 Applicability

(1) This fee schedule applies to all institutions and users of the library system of the University of Tübingen. In the decentralized subject libraries, the collection of fees may be waived, especially if the expense and administrative effort is not in reasonable proportion to the sum to be paid.

(2) The collection of fees under private law for individual services of the libraries of the university library system remains unaffected.

§ 2 Fees for exceeding the loan period

(1) The lending of media is free of charge within the set periods. If the loan period is exceeded, the following fee will be charged per media unit booked:

- if the loan period is exceeded by up to 7 calendar days: 1,50 EUR (level 1),
- if the loan period is exceeded by 8 - 14 calendar days an additional 5.00 EUR (level 2),
- if the loan period is exceeded by 15 - 21 calendar days an additional 10.00 EUR (level 3),
- if the loan period is exceeded by more than 21 calendar days an additional 10.00 EUR (level 4),

(2) If library materials are only borrowed for a short period of time (e.g. overnight, weekend or public-holiday loans), a fee of 3.00 EUR per media unit booked will be charged for each opening day or part thereof if items are not returned on time.

§ 3 Interlibrary loans

(1) A fee of 1.50 EUR is charged for the procurement of library materials in the German interlibrary loans system (interlibrary loan) in accordance with the Interlibrary Loan Regulations.

(2) If a loan consisting of copies only is made under Interlibrary loan regulations, up to twenty copied pages are included in the interlibrary loan fee; for each additional page, the lending library may demand reimbursement of costs if the willingness to pay is stated in the loan booking.

(3) Costs charged by the lending library to the receiving library shall be borne by the borrower. In the case of international loan transactions, the borrower must pay all the expenses.

(4) Fees arising from the direct delivery of copies by public libraries in accordance with the current copyright agreements shall be paid by the borrower.

§ 4 Reproductions

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(1) For the making of reproductions, fees are charged under private law in accordance with the current price list.

(2) If the reproduction is made from the library stock for the purpose of publication, the library reserves the right in individual cases to agree a private law user fee, possibly in the form of a free specimen copy.

§ 5 Special services

(1) For services that require special effort (e.g. written information or expert opinions), fees and expenses may be charged according to the time and effort involved. Inquirers will be informed in advance of the likely amount.

(2) Fees are calculated on the basis of Finance Ministry regulations regarding administrative costs (VwV-Kostenfestlegung) in its current version.

§ 6 Other expenses

Expenses for insurance, postal charges, inquiries at registration offices and comparable special services are to be paid for by the borrower.

§ 7 Deposit and rent

(1) If work booths, lockers or other containers are made available, the library may demand either a deposit or rent in accordance with the current price list.

(2) If a locker is not cleared or a key is not returned after the expiration of the granted period of use, any paid deposit is forfeited. The library may charge a handling fee of up to 50.00 EUR if a lock has to be broken or replaced. The library reserves the right to claim damages.

§ 8 Compensation for damages

(1) If library materials are lost, damaged or not returned after reaching the highest default level or, in the case of short-term borrowing, after a request for return with an appropriate deadline, the user must pay damages (for replacement or reimbursement of costs) at the library's discretion. In addition, a processing fee of up to 50.00 EUR per unit may be charged.

(2) If lost library items for which damages have been paid are later found, the library is not obliged to take them back or to refund the damages.

§ 9 User ID A fee of 10.00 euros shall be charged for issuing a user ID by the University Library. The fee for a replacement user card is 15.00 euros.

§ 10 Effective date

This fee schedule comes into effect the day after its publication in the University of Tübingen's official bulletin, the Amtliche Bekanntmachungen. The library fee schedule of 03.04.2007 becomes invalid simultaneously.

Tübingen, 09.06.2011

Professor Dr. Bernd Engler
President and Vice-Chancellor