



MAPUA
MALAYAN COLLEGES
LAGUNA



**CENTER FOR LEARNING
AND INFORMATION RESOURCES**
MAPUA MCL

Fiction Collection

This collection is a library dedicated to creative writing, including novels, short stories, plays, and poetry. These works are not intended to be factual accounts and explore themes and stories through imagination. This collection allows patrons to borrow books for enjoyment and personal reading.



Loan Policies

- **Loan-out**
 - A maximum of two (2) books may be borrowed at one time.
 - Checked-out books are good for 1 week.

• **Renewal**

- General circulation books are renewable for another 2 weeks, except those with hold request
- Renewal may be done thru the following:
 - o Counter transactions. Bring the book/s when renewing at the circulation counter.
 - o E-mail. Send your renewal request to clir@mcl.edu.ph
 - o Online. Log in to your library account at <http://ls.mcl.edu.ph/#section=home> to renew checked-out book(s).

• **Hold Request**

Bona fide students, faculty and non-teaching employees of Mapua Malayan Colleges Laguna, may place a hold to either currently checked-out or available books. The requester will be notified as soon as the book is available for pick-up. For a quick how-to, visit the circulation counter.

Contact Information

For any inquiries and concerns go to CLIR Homepage and look for the chat box on the right side of the screen. The box displays whether the librarian is online or offline. If the librarian is ONLINE, type your name and email followed by your questions. If the live chat service is offline, you may call us at (049) 832-4000 local 5212 to speak to a librarian or send an email to clir@mcl.edu.ph