

## **Borrowing Procedures**

Students may borrow 2 theses maximum for 1 week.

### **For Psychology Department Students**

1. Fill in the Thesis Borrowing Form
2. Ask Supervisor/Lecturer to sign
3. Give the form to staff of General Office

### **For students other than Psychology**

1. Fill in the Thesis Borrowing Form
2. Get it endorsed by your supervisor or any lecturer of your Department and chopped by your Department Office.
3. Give the form to staff of General office with your student ID card

Please note that thesis copy(ies) will only be ready for collection in a half day's time.