

CIRCULATION

The Circulation service is one of the most important services provided by the library to its patrons whether they are students, faculties, and employees

LIBRARY PATRONS

Borrowing Privileges & Loan Periods

Category	Number of Books	Loan Period
Students	4 Books	2 Weeks (14 Days)
Faculties, Other Teaching Staff	10 Books	One Semester (120 Days)
College Staff, KFMMC Hospital Staff	4 Books	2 Weeks (14 Days)

- Materials Available to Borrow: Materials in the general circulating collection may be borrowed.
- The Library stock is divided into 3 categories, reference, reserves, and lending. Reference and reserve materials may not be borrowed.
- A maximum of 2 renewals are allowed if the title(s) are not on hold/reserved by other users.

LIBRARY RULES FOR BEHAVIOR

- All users should have a current library card or college ID card and show it on request to the library staff.
- Noise, disturbance, or inappropriate behavior is prohibited.
- Library hours should be adhered to.
- Any damage or defacement of Library materials is strictly prohibited and users found damaging it will be subject to disciplinary procedures.
- A mobile phone can be used in the library building as long as it doesn't disturb others.
- Soft drinks may be consumed in the library as long as they are in non-spill containers with the consideration of leaving the place clean.

WORKING HOURS

Sunday – Thursday, 7:30 AM - 4:00 PM

[Friday-Saturday & Holidays] Closed

CONTACT US

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Prince Sultan Military College of Health Sciences Dhahran
Vice Deanship of Postgraduate Studies & Research

LIBRARY AFFAIRS UNIT

VISION

To achieve educational improvement and support scientific research by providing access to various sources of information to meet the educational and research needs of the college faculty members and students, as well as researchers from outside.

MISSION

The Library Affairs Unit develops and provides library resources and information services through the acquisition to become a partner in the learning and research process as per the best academic quality criteria.

GOALS

- Provide sources of information (print and electronic) and databases which are accessible and usable.
- Provide optimum environment for study and research.
- Improve the mechanism of providing the library and information services.
- Provide training and information literacy for faculty and students.
- Provide support for scientific research.

LIBRARY MANAGEMENT SYSTEM (LMS)

The Library Affairs Unit uses the KOHA (LMS) bilingual. It handles all technical and administrative processes necessary for the library's needs.

The system is based on international specifications, including: MARC 21 in import and export operations, and Z39.50 for communication with other libraries.

Koha modules: Online Public Access Catalog, Circulation, Cataloging, Acquisition, Reserve, Patron Management, and more.

LIBRARY COLLECTIONS

- Books
- Periodicals
- Reference Books
- E-Resources (Saudi Digital Library)
- Reserve Books
- Audiocassettes
- Slides / CD-ROMs
- Graduation Project

LIBRARY FACILITIES

1. Computers Area:

Users can use library computers to search library Online Public Access Catalog and online databases, check LMS and emails, prepare assignments, projects and related tasks with a secure high speed Wi-Fi & LAN connection inside the library during the operating hours.

2. Reading and Study Area:

The library has a dedicated reading area for individuals and groups, to study inside library.

3. Research Hub :

This area is designated to provide faculty, employees, and students' access to research software and tools supporting their scientific research activities.

LIBRARY SERVICES

- References & Bibliographical Service
- Circulation Service
- Current Awareness Service
- Inter-library Loan Service
- Copying, Printing Services
- Library Orientation Services