Help us preserve our heritage!

Research Library Rules

The NDSU Libraries’ Germans from Russia Heritage Collection houses, preserves, and makes available its materials to the general public. Access to these materials is subject to the procedures, rules, and regulations of the GRHC, as well as any preservation concerns of the materials. Appointments and arrangements may have to be made in advance to ensure the availability of materials and staff.

The GRHC encourages the use of its research library and collections, but to ensure the integrity and security of its materials, patrons must observe the following rules.

- Materials in the GRHC Library and Special Collections do not circulate and cannot be checked out or borrowed with interlibrary loan.
- Materials may not be removed from the research library except by staff.
- Patrons must check in by signing the guestbook.
- Handle all materials with care.
- Maintain the original order of all materials.
- Pencils are provided for your use. Pens and highlighters are prohibited.
- Absolutely no food or beverages are allowed.
- Do not bend or fold materials.
- Gloves may be provided for handling certain materials. Do not touch the surface of photographs with your fingers.
- Cameras and scanners are not allowed without permission.
- Please place all books on the table upon completion of research, GRHC staff will re-shelve them.
- Photocopies are allowed at $0.30/page. Please ask a GRHC staff member to make copies. The GRHC does not allow photocopies from books available for purchase.