



## LIBRARY SERVICES DEPARTMENT

### CONTACT INFORMATION

✉ [library@letran.edu.ph](mailto:library@letran.edu.ph)

☎ (02) 8527-7693 to 97  
local 361

🌐 [https://www.letran.edu.ph/  
departments/library](https://www.letran.edu.ph/departments/library)

🏠 LIBRARY SERVICES  
DEPARTMENT  
St. Thomas Building  
Colegio de San Juan de  
Letran  
151 Muralla St.,  
Intramuros,  
Manila, 1002

### HELPFUL LINKS:

Library Homepage:  
[https://www.letran.edu.ph/  
departments/library](https://www.letran.edu.ph/departments/library)

Library WebOPAC:  
[https://letranph.booksys.n  
et/opac/csjm/](https://letranph.booksys.net/opac/csjm/)

### OFFICIAL SOCIAL MEDIA PAGE

f [Letran Manila Library](https://www.facebook.com/letranmanilahslib)  
[https://www.facebook.com/  
letranmanilahslib](https://www.facebook.com/letranmanilahslib)

# RETURNING OF BORROWED LIBRARY MATERIALS

## *for Students*

- Step 1. Students with books on loan may return the materials in person by visiting the library in the St. Thomas Building during library hours.
- Step 2. Students may also have an authorized representative or guardian return their borrowed materials.
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- Step 3. Borrowed books may also be returned via courier, addressed to:  

Colegio de San Juan de Letran  
Library Services Department  
151 Muralla St. Intramuros, Manila
- Step 4. The librarian will confirm with the student via email once the return is processed.



**Colegio de San Juan de Letran**

Intramuros, Manila  
Library Services Department