



LIBRARY SERVICES DEPARTMENT

CONTACT INFORMATION

✉ 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)

RENEWAL OF BORROWED LIBRARY MATERIALS

for Faculty / Employees

- Step 1. The faculty member or employee informs the librarian of their intention to renew the library materials.
- Step 2. The librarian checks for any outstanding fines or unsettled books. If the faculty member or employee has an account to settle, they will be instructed to resolve it first.
- Step 3. The librarian issues a new transaction slip to the faculty member or employee.



Colegio de San Juan de Letran

Intramuros, Manila
Library Services Department