



LIBRARY SERVICES DEPARTMENT

CONTACT INFORMATION

✉ library@letran.edu.ph

☎ (02) 8527-7693 to 97
local 361

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

RETURNING OF BORROWED LIBRARY MATERIALS

for Faculty / Employees

- Step 1. Faculty members/employees may physically return the borrowed library material/s by visiting the Library Services Department during library hours.
- Step 2. Faculty/employee may still opt to return the library material/s at the Information Lobby of the Colegio with proper identification and details (name and number of returned material/s) from Monday to Saturday, 8:00 a.m. to 5:00 p.m.
- Step 3. Library material/s returned via courier should be addressed to:
Colegio de San Juan de Letran
Library Services Department
151 Muralla St. Intramuros, Manila
- Step 4. The Librarian will confirm to the faculty/employee via email, once the return transaction is done.



Colegio de San Juan de Letran

Intramuros, Manila
Library Services Department

