

GROUP STUDY ROOMS

Group Study Rooms are located on the 5th and 6th floor inside and outside of the library gate. These rooms are **collaborative** spaces and reserved for academic use only by groups of current **NYU Shanghai students, faculty, or staff**.

Using the Room

- Users of the Group Study Rooms must abide by the [Library Code of Conduct](#) and [Library Space Policy](#).
- Library Group Study Rooms are not intended as meeting rooms for ongoing office hours, classes, or organizational/social events.
- Food and drinks are **prohibited** in group study rooms, with the exception of bottled water.
- Group Study Rooms are intended for groups of **two or more**. Please observe the maximum capacity listed for each room.
- While discussion is permitted inside Group Study Rooms, please be mindful that the rooms are not soundproof, and users should not disturb other library patrons.
- To minimize noise disruption, the door should be closed when a room is occupied
- The 6th floor Group Study Rooms are located in the designated quiet floor - please be considerate of students studying quietly nearby.
- Eligible NYU users can book rooms online through the [online space reservation system](#) using their NetID.
- Groups with reservations have priority over walk-in users. Groups without a valid reservation must vacate the room when approached by a group with a valid reservation.

Reservation Guidelines

- Reservations can be made up to one week in advance.
- Only one group study room can be booked by the same person for up to 2 hours per day.
- You will receive a confirmation email at your *nyu.edu* address, which will be the proof of a successful reservation, should a conflict with another group occur.
- Please note more than half of the room's max capacity must check-in to the reserved group study room within the first **15** minutes of the booked time. If this check-in process is not completed, the room will be automatically released for other users to reserve.

- If any change of plan occurs, you are expected to modify or cancel your reservation accordingly.
- NYU Shanghai Library reserves the right to cancel or modify a reservation.

If you have any questions or need assistance, please contact us

NYU Shanghai Library

T: +86 (21) 20595615

Email: shanghai.circulation@nyu.edu