Alliance Française de Nairobi

Founded in 1949 –Promoting cultural diversity !
The French Touch in Kenya!

Multimedia Library Rules 2026

Present **2 passport size** photographs, a copy of national ID / Passport / Student card.

Free membership for Alliance Française Students-5 Books

Yearly Library Membership Fees for other categories:

- Students	**4,000/- (5 Books)**
- Non Students	**4,500/- (5 Books)**
- Schools/Institutions	**10,500/- 20 (books)**

Membership is valid for **one year** starting from the date of registration and the membership card has to be presented every time you use the library services.

For school memberships, teachers will need to present a letter of introduction signed by the Head of the school.

Borrowing Period

Books : 3 weeks
Comics : 10 days
New books : 10 days

Borrowing Rules

All books can be borrowed from the Library, *except for* ***magazines, newspapers,*** **dictionaries**, **encyclopedias** *and any books marked* ***'Ref'*** *which are to be used within the Library premises.*

All documents must be **returned or extended** before the due date. This can be done by either calling or emailing.

Fines;
Any delay in returning documents on time will result in a fine of

- **Books:** ***5/- per book per day.***

Tuesday & Thursday mornings

Tuesday and Thursday mornings are reserved for schools willing to come and visit the library. The request has to be done in writing and signed by the head of the school. Please note that these visits are **FREE OF CHARGE**

OPENING HOURS

Monday - Friday: 9AM – 6PM

Saturday: 9AM - 2PM

Digital Library www.culturetheque.com

You can access hundreds of thousands of documentary resources for free with a few clicks of your mouse, thanks to a powerful search engine. These include books, audio books, video, newspapers, journals, music and resources for learning the French language.

Discover the richness of contemporary French digital offering at your home. Make use of informed advice of our experienced librarians and share your point of view and preferences with other users on the social network of this platform

library@afkenya.org | Tell: 020 49 17 110 / 125

Bibliothèque de l'Apprenant

The Bibliothèque de l'Apprenant is an accessory specifically designed to make learning French easy alongside the classroom lessons.

With a catalogue of over 1000 multimedia resources available to the users: grammar and exercise books, CD Roms, fiction and non-fiction books, comics, music albums, films, which are all classified in categories for the different levels of French, this section will enable users to improve their knowledge of the French language, culture and history.

It will also help students to prepare for the DELF and DALF exams. These resources are available at the Multimedia library and are well labeled for easier identification.

Campus France

This is the National French Agency in charge of promoting higher education, hosting foreign students and international mobility. Campus France Kenya Office is a department under Alliance Française of Nairobi, located in the multimedia library, on the first floor.

In close cooperation with the Department of Cultural Action and Cooperation (SCAC) of the French Embassy in Kenya, its mission is to:Provide all the information on studies in France (academic certificates, courses, live in France, funding, etc).

Support the student in building his/her program of studies and constitute his/her file.
Facilitate pre-registration applications for admission in institutions of higher learning in France.
Guide the candidate in the processes for obtaining the necessary travel and stay documents in the Consulate of the French Embassy.For more information on Campus France visit www.kenya.campusfrance.org

General Rules and Code of conduct inside the library:

All users must respect the tranquility of the library. Make sure your mobile phone is switched off.

The use of personal audio equipment inside the library is not allowed.

Each member is responsible for the documents he/she borrows. This responsibility cannot be transferred to another person, only the person who is registered and who's photos appears on the card will be allowed to borrow except for parents who are considered guardians of their children.

The filming, photography and audio-taping are not allowed without permission.

Drinking, eating or use a mobile phone inside the library is not allowed.

The bags are to be left at the entrance. Do not leave your mobile, purse, laptop or any other valuables in your bag; you may carry them inside the library. The Library will not be responsible for the loss of any of your belongings on its premises.

No member should leave behind any luggage while leaving the library premises. Anyone found violating these rules risk being restricted access to the Library.

The violation of these codes can result in loss of rights partially or fully, temporarily or permanently.

Losing or damaging the documents / equipments:
A Lost / damaged document has to be compensated with its current cost + 30% of it as shipping charges.

Scribbling, underlining, writing etc on the library book would be considered as damaging the book and would entail full fine.

Any damage caused to the library equipments due to negligence or misconduct, has to be compensated by paying its current cost as fine.

All fees to be deposited at Alliance Française AC in Bank of Africa.

AC no. 00 127 460 272
MPESA PAYBILL No. 898 660
A/C Name: Library