

Library Loan Periods and Fines

August 29, 2017

Students

Item	Loan Period	Holds	Renewals	Total	Fines
Book	14 days	Yes	Unlimited	15	\$.50/day, max \$25
Textbook	3 days	No	None	2	\$2/day, max \$100
3 day loan	3 days	Yes	None	4	\$1/day, max \$60
Reserve	1, 2, or 3 hours	No	None	3	\$3/hour, max \$24
Laptop	4 hours	No	None	1	\$10/hour, \$50/day, max \$350
Portable Plug	4 hours	No	None	1	\$5/hour, \$25/day, max \$175
Phone Charger	3 hours	No	None	5	\$5/hour, \$25/day
Cable	2 hours	No	None	5	\$3/hour, max \$15
Marker	2 hours	No	None	5	\$3/hour, max \$15
DVD (circulating)	3 days	No	1	2	\$3/day, max \$60
DVD (in-library)	2 hours	No	1	2	\$3/hour, max \$60
ESL	14 days	Yes	Unlimited	4	\$.25/day, max \$10
Leisure Collection	60 days	Yes	Unlimited	10	\$.10/day, max \$5
Picture Book	14 days	Yes	Unlimited	10	\$.25/day, max \$5
Music CD	3 days	No	None	2	\$1/day, max \$25
Aebersold	3 days	No	None	2	\$1/day, max \$60
LP	In-library only				
Reference	In-library only				
Print Journal	In-library only				

Faculty and Staff

Item	Loan Period	Holds	Renewals	Total	Fines
Book *Return items immediately if recalled	120 days (faculty) 14 days (staff)	Yes	Unlimited	99 (faculty) 15 (staff)	\$.50/day, max \$25
Textbook	3 days	No	None	2	\$2/day, max \$100
3 day loan	3 days	Yes	None	4	\$1/day, max \$60
DVD	7 days	No	1	Unlimited	None
ESL	14 days	Yes	Unlimited	4	\$.25/day, max \$10
Leisure Collection	120 days	Yes	Unlimited	10	\$.10/day, max \$5
Picture Book	14 days	Yes	Unlimited	10	\$.25/day, max \$5
Music CD	3 days	No	None	2	\$1/day, max \$25
Aebersold	3 days	No	None	2	\$1/day, max \$60
LP	In-library only				
Reference	In-library only				
Print Journal	Ask staff and short-term loans				