

Staff

A physical or digital ID is required to check out materials.

- End of current semester due date for most books.
 - May borrow a maximum of 25 items at any given time.
 - There are no late fines for General Collection books. After items are 90 days past due, there will be a replacement cost including a \$10 processing fee assessed for each item that is not returned. When leaving or retiring for the university, staff must return all materials borrowed from the Library and must pay any accumulated Library fees.
 - Staff may request items be delivered to them, picked up from them, retrieval from storage, or held at the Service Desk through our [Delivery, Pickup or Retrieve and Hold Form](#).
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