

## GENERAL BORROWING POLICIES

Item Type	Undergraduates, Post-Bacs & Non-Degree Students		Seniors & Graduate Students		Faculty & Staff		BMC Alumnae & Approved Visitors *		Carpenter Carrels (BMC Items Only)	
<b>Books and Journals</b>	Loan Period	Renewals	Loan Period	Renewals	Loan Period	Renewals	Loan Period	Renewals	Loan Period	Renewals
Tri-Co Books	28 days	2 (28 day)	1 semester	1 (1-semester)	Until February 15th	Unlimited	28 days	2 (28-day)	Until June 1st	1
Perry House, Quita Woodward and Government Documents	28 days	2 (28-day)	28 days	2 (28-day)	28 days	Unlimited	28 days (No Perry House)	2 (28-day)		
Carpenter Limited Circulation	In-house only		In-house only		Until February 15th	Unlimited	In-house only		Until June 1st	1
Tri-Co Boxed or Bound Journals	7 days	1 (7-day)	7 days	1 (7-day)	7 days	1 (7-day)	In-house only		Until June 1st	1
Tri-Co Science Boxed or Bound Journals and Current Issues	In-house only		In-house only		In-house only		In-house only			
<b>Multimedia</b>	Loan Period	Renewals	Loan Period	Renewals	Loan Period	Renewals	Loan Period	Renewals		
Tri-Co DVDs/Videos	7 days	1 (4-day)	7 days	1 (4-day)	7 days	1 (7-day)	7 days	1 (4-day)		
Language Learning Center DVDs/Videos	3 hours	2 (3-hour)	3 hours	2 (3-hour)	3 hours	2 (7-day)	3 hours	2 (3-hour)		
CD-ROMs/CDs	7 days	1 (4-day)	7 days	1 (4-day)	7 days	1 (7-day)	7 days	1 (4-day)		
Laptops (via Help Desk)	4 days		4 days		4 days					
Multimedia Equipment **	4 days		4 days		4 days					
Headphones	5 hours		5 hours		5 hours		5 hours	Unlimited		
<b>Non-Tri-Co and Reserves</b>	Loan Period	Renewals	Loan Period	Renewals	Loan Period	Renewals	Loan Period	Renewals		
E-ZBorrow	28 days	1 (28-day)	28 days	1 (28-day)	28 days	1 (28-day)				
InterLibrary Loan	Varies		Varies		Varies					
General Course or Personal Copy Reserves (Books and DVDs/Videos)	3 hours	2 (3-hour)	3 hours	2 (3-hour)	7 days	2 (7-day)	3 hours	2 (3-hour)		
Graduate School of Social Work Course Reserves	24 hours	2 (24-hour)	24 hours	2 (24-hour)	7 days	2 (7-day)	24 hours	2 (24-hour)		
<b>Totals</b>										
Max. Books/Journals	Unlimited		Unlimited		Unlimited		15		40	
Max. DVDs/Videos	5		5		10		5			
Max. Items Total	Unlimited		Unlimited		Unlimited		15		40	

\* Approved visitors may only check-out Bryn Mawr collection books and do not have borrowing privileges at other Tri-College libraries.

\*\* Tripods, Panasonic, FLIP, Samsung, and JVC Cameras are 24-hour check-out only.

For more info. on borrowing privileges, fines and replacement costs, please see pdfs for your specific patron type.

