

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)	
Books and Journals	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	28 days	2 (28-day)	28 days	2 (28-day)	28 days	2 (28-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			
Multimedia	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	Unlimited	5 hours	Unlimited	5 hours	Unlimited	5 hours	Unlimited		
Non-Tri-Co and Reserves	Loan Period	Renewals	Loan Period	Renewals	Loan Period	Renewals	Loan Period	Renewals		
E-ZBorrow	28 days	2 (28-day)	28 days	2 (28-day)	28 days	2 (28-day)				
InterLibrary Loan	Varies	Log in to ILLiad to request	Varies	Log in to ILLiad to request	Varies	Log in to ILLiad to request				
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)		
Totals										
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.
 For more info. on borrowing priviledges, fines and replacement costs, please see pdfs for your specific patron type.