



San Diego Public Library

**Introducing San Diego Public Library EXCEL Student
Library Cards**

January 22, 2020

Dear Parent or Guardian,

San Diego Unified School District has embarked on an exciting new partnership with San Diego Public Library to ensure all students have access to materials and services necessary for their educational success. Starting this school year, the Library and School District will begin automatically registering students for a San Diego Public Library EXCEL Student Library Card. Once the students receive their card, they will need to bring their San Diego Unified School Student ID # and their EXCEL card to any of the 36 San Diego Public Library locations to activate.

The EXCEL card will provide students with instant access to the following free library resources:

- Books and audiobooks
- Access to online homework help tutors
- In-library computer usage, with access to Word Processing and the Internet
- Online access to newspapers, magazines, and other digital resources

The Library also provides places to study and collaborate with others and many free, engaging events and activities to stimulate learning and creativity. There are no late fees on materials turned in past their due date or fines for lost or damaged materials.

With this card your child has access to a broad selection of library materials to serve the informational needs of people of all ages. Libraries contain some printed, audiovisual, and electronic materials that some parents occasionally find objectionable or inappropriate for their children. Because our staff does not monitor the choices a child makes, we suggest you be aware of what materials your child borrows from the library. The responsibility for any restrictions on a child's borrowing privileges rests with the parent or guardian.

To guarantee privacy for each individual, California law mandates confidentiality of registration and borrowing records and San Diego Public Library policies and procedures carry out that intent. Library staff can only provide information about an account with the cardholder's permission, regardless of the cardholder's age or relationship to the person making the request.

We look forward to many years of serving your family by meeting your and your child's reading and informational needs. If you do not want your child to have a library account, simply do not activate the card and return to your child's teacher. Your child's account will be deleted if the card is not activated.

For more info see the attached Information Sheet or visit us online at www.sandiego.gov/excel

Sincerely,

Misty Jones
City Librarian

EXCEL Student Library Card

Information Sheet

Through a partnership with the San Diego Public Library (SDPL), San Diego Unified School District (SDUSD) offers an exciting opportunity for students with the EXCEL Student Library Card, an innovative way for students to access resources of the public library system. The EXCEL Card is modeled after those being introduced in many communities across the country.

Your student will automatically be enrolled in the EXCEL Student Library Card with the San Diego Public Library.

The EXCEL Card allows SDUSD students to...

- Borrow up to 3 books or audiobooks from any San Diego Public Library location
- There are no fines for overdue items or fees for lost or damaged books
- Receive free online, one-on-one homework tutoring in English or Spanish in all major subjects
- Use public library computers at any of the library locations

Parents are responsible for their children's use of library resources.

FAQs

How does my child use their library card? He/she will need to bring their EXCEL card along with their student ID # into any of our 36 public library locations to activate.

- EXCEL Library Card #
- Pin - Birth month and birthday (Example: May 1 is 0501)

What student information will San Diego Unified School District share with the San Diego Public Library? 1) Student's Name, 2) School, 3) Student ID Number, 4) Student's Date of birth. The San Diego Public Library has signed an agreement not to share student information with other entities.

What if I want my child to have full access to San Diego Public Library services and materials? The EXCEL Card will provide full access on online resources and borrowing limits are set at 3 books. A full access SDPL card gives your child access to up to 40 items. If you would like to receive a traditional, full access card, you may do so by visiting any SDPL location.

What if my child already has a San Diego Public Library Card? If your child already has a card with SDPL, then your child will have two cards and can use both as needed.

What if I don't want my child to participate in the EXCEL Library Card Program? If you do not want your child to have a library account, simply do not activate the card and return to your child's teacher. Your student's account will be deleted if the card is not activated.

What if my child loses his/her card? Your child can visit any SDPL library location with their student ID # and will be issued a new card at no cost.

Where do I return books that I check out from the San Diego Public Library? – They need to be returned to any of the 36 library locations.

How long can my child use the card? Students can use their card until they turn 19 years of age. However, accounts will expire every two years and can be renewed by bringing the EXCEL card or the Student ID number to the library.

For more information, visit us online at www.sandiego.gov/excel

