



San Diego Circuit FAQs

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[What is the San Diego Circuit?](#)

The San Diego Circuit is a service designed to allow library users from participating libraries to quickly borrow books from other San Diego Circuit libraries if the titles are not owned by their home library or if their library's copy is already checked out. Similar to placing a hold in our catalog, these books will be shipped to your local SDPL branch.

[Who is the San Diego Circuit?](#)

- California State University San Marcos
- San Diego County Library
- San Diego Public Library
- San Diego State University
- University of California, San Diego
- University of San Diego

[What do I need to use it?](#)

- A San Diego Public Library (SDPL) [library card](#) in good standing and [PIN](#).
- Internet access from outside the library or, a Catalog computer from inside the library.
- An email address to receive request pickup, overdue, and/or bill notices.

[What is a PIN?](#)

PIN is an acronym for Personal Identification Number. Simply speaking it is your password. Patrons who have not already created their own PIN may have had their PIN set as the last 4 digits of their phone number listed when they applied for their library card. If you are unable to login or cannot remember your PIN, speak with someone at the front desk or call any SDPL branch for assistance.

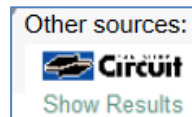
PINs can be any alphanumeric password 4-25 characters in length. The Circuit system does not use special characters (!,@#\$%&*+()_~?) in their PINs so please *do not add* them to your library PIN.

[How do I access and use the Circuit?](#)

Search SDPL's Catalog for the title you need, if the title is not owned by SDPL the "Try your search in Circuit" link is displayed to the right of your search.

[Try your search in Circuit](#) 

In the "Classic Catalog" the "Show Results" icon is displayed at the top of the Results List. Click on the icon to perform the search in the SDCircuit catalog.



If the item is available from another Circuit library, request it online in the Circuit catalog and have it delivered to the SDPL Library of your choice. Inside Circuit, click on the title you want, and the Request button.



A popup will be displayed and you will need to enter your name as it appears in your library account, your library card number, and PIN.

[What materials are available using the San Diego Circuit?](#)

Books with a Request Status of "Available" in the San Diego Circuit catalog can be requested and checked out.

[How long does a San Diego Circuit request take?](#)

In most instances, items will be received at your pickup library within 1-3 days. *Note:* Weekends, holidays and closed days may affect the delivery schedule.

[What happens after I place the request?](#)

You will be notified by email when the book is ready for you to pick up.

You can follow the progress of your request by logging into your San Diego Circuit account. See "[How can I view my San Diego Circuit Account information](#)" below.

[How long can San Diego Circuit items be kept?](#)

Circuit items are checked out for 28 days. Two renewals are possible, if the book is not needed by the owning library. In rare circumstances, a library may recall the book during your loan period.

Item due reminder notices are NOT generated nor emailed to patrons prior to the books being due.

[How do I return borrowed Circuit Items?](#)

Return the borrowed Circuit book to a San Diego Public [Library location](#). To ensure that you're not assessed overdue or lost fines/fees, **please do not place it in the book drop**. Ask Staff to check it in as Circuit material.

[What are the overdue fines and replacement costs for San Diego Circuit items?](#)

See more information about San Diego Public Library [Circuit Fines](#).

Fine Type	Amount
Late Charges	\$1.00/item/day overdue fine up to a maximum of \$15.00/item
Lost Item	\$100.00/item assessed on the 16 th day an item is late (overdue). No refunds will be given once a payment has been received for the Lost Item.
Unpaid Fines/Fees	Accounts that remain unpaid will be referred to the City Treasurer for collection resulting in additional fees and interest. As required by law, you are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to resolve this matter immediately.

[How many San Diego Circuit requests and check-outs can be made?](#)

The maximum number of requests and checked out items allowed at any given time is twenty (20).

Note: Books returned to your library will count against this 20 item limit until they are received at the owning library.

[How can I view my San Diego Circuit Account information?](#)

You can log-in to view your San Diego Circuit account by clicking [here](#).

To log in to your account, use the first name exactly as it appears in your SDPL account.



The screenshot shows the login interface for the San Diego Public Library SDCircuit Borrowing System. At the top, there is a logo with a book and the text "San Diego Public Library SDCircuit Borrowing System". Below the logo, there is a "Search Circuit" button. The main section is titled "Please Login" and contains three input fields: "First Name:" with the value "pamela", "Library Card # (No Spaces):" with a masked value of "*****", and "Pin:" with a masked value of "***". A "Submit" button is located at the bottom of the form.