



Study Room Policies

- Check-out time for a study room is **three hours with NO RENEWALS**
- You must have a valid library card to check out a room. Internet Only cards are not valid for study room use .
- To ensure equal access, patrons will not be able to request specific floors or study rooms.
- At the end of the three hour check-out period, you must return the key to the study room reservation desk on time.
- You must bring the key down to the study room reservation desk in person. All personal items should be removed from the room and left in the condition found at the start of check-out.
- One study room per patron or group per day.
- There is absolutely **NO EATING** allowed in the study rooms.
- The Library Code of Conduct, which is posted at the library entrance, applies to all study rooms.
- Study room keys must be returned to the study room reservation desk 15 minutes before the library closes.

Study room privileges will be suspended for six months if:

1. A study room key is not returned on the same day.
2. A study room key is returned late more than once.
3. The study room is not left in clean condition.

