Fines

Since the prompt return of items is necessary if the Library is to give you and others good service, fines are imposed on late materials. Keeping the materials beyond the allotted time may mean that others cannot complete assignments. The chart below lists the checkout periods and overdue fines. All library materials checked out on your library card are your responsibility. If an item is lost or damaged while you have it checked out, you will be charged the replacement cost. For damaged library materials, check with a staff member to see if the item can be repaired for a lesser cost. If you have lost an item, ask at the Circulation Desk to see if it has been found and returned to the library. If you pay for a lost item and later find it, return with the item and the receipt to discuss the possibility of a refund. Refunds for lost materials payments will not be given after one year.

Patrons with overdue materials and/or unpaid fines and charges may not check out any additional library materials until their record has been cleared. Also, students with overdue books, fines, or lost/damaged charges may not register for the next semester, receive their grades/transcripts, or be allowed to graduate.

LRC Borrowing Periods and Fines

- **Book**: 3 weeks (fine = 10¢ a day, maximum $3.00)
- **Audio Cassette**: 3 weeks (fine = $1.00 a day, maximum $10.00)
- **Compact Disc**: 1 week (fine = $1.00 a day, maximum $10.00)
- **Pamphlet**: 1 week (fine = 10¢ a day, maximum $3.00)
- **Videocassette**: 3 days (fine = $1.00 a day, maximum $10.00)
- **Reserve Item**: varies (fine = 25¢ an hour)