Circulation Policies

Materials

Many of the books in the Saint Louis University Law Library do not circulate. Types of books and their circulation loan policies are:

Non-circulating: Materials which do not circulate include periodicals, loose-leafs, multivolume sets, sets with pocket parts or supplements, microforms and materials on Reserve or Reference.

Reserve materials: Most permanent and Course Reserve materials are for library use only and may be checked out for a two-hour period. Some reserve materials circulate overnight to law students only and may be checked out two hours prior to the library's closing and are due back the next day within two hours of the library's opening.

Circulation Loan Policies for SLU Law Students*

| SLU Law Library | | Renewals | Fines |
|---|----------|----------|-------------------|
| Regular Collection | 120 days | 2 | 0 |
| A/V Collection | 1 week | 0 | \$1.00 day |
| Reserve Collection | 2 hours | 0 | \$1.00 hour |
| SLU Pius XII & Medical Center Libraries | | | |
| Regular Collections | 120 days | 2 | \$.10 day |
| Reserve Collections | varies | 0 | \$.25 hour |
| Merlin Libraries (University of Missouri) | 120 days | 2 | \$120 (if billed) |
| MOBIUS | 21 days | 2 | \$120 (if billed) |

Renewals: Books that meet these criteria may be renewed online, in person, or by calling the Circulation desk (314-977-3081)

- are within 7 days prior to their due date or later
- have not been billed for replacement
- have not been requested by another borrower
- have not reached the renewal limit
- **NOTE:** \$50 or more in accumulated fines and/or billed items, blocks all borrowing privileges at all libraries in the SLU and MOBIUS systems. Billed items can generate holds: registration, transcripts, and grades. Patron blocks may also occur if the patron's ID has expired or if the patron fails to respond to overdue or recall notices.

^{*}If you are not a SLU law student, please see <u>Circulation Loan Policies</u> for borrowing privileges at SLU's Pius XII Library. The Law Library does not participate in the "Courtesy Borrowers" Program; there are borrowing privileges for <u>SLU Law Alumni</u>.