

## CIRCULATION POLICIES GRID

User Category	ASU Faculty	ASU Staff	ASU Grad Students	ASU Ugrad Students	Up&Coming Scholars; Mother-Daughter Program	TexShare Card	Friends of the Library	Fee Payers	ASU Retirees & Spouses; Family of Faculty/Staff; Eligible ASU Affiliate Groups	ILL - Loan Length
<b>Bks from Stacks (including PBK)</b>	end of sem.; 5 renewals	42 days; 1 renewal	42 days; 1 renewal	21 days; 3 renewals	21 days; 1 renewal	21 days; 1 renewal	21 days; 1 renewal	21 days; 1 renewal	21 days; 1 renewal	42 days
<b>CircCD-ROMs</b>	end of sem.; 5 renewals	42 days; 1 renewal	42 days; 1 renewal	21 days; 3 renewals	21 days; 1 renewal	21 days; 1 renewal	21 days; 1 renewal	21 days; 1 renewal	21 days; 1 renewal	non-circ
<b>Juvenile Bks/CDs</b>	end of sem.; 5 renewals	7 days; 2 renewals	7 days; 2 renewals	7 days; 2 renewals	7 days; 1 renewal	7 days; 1 renewal	7 days; 1 renewal	7 days; 1 renewal	7 days; 1 renewal	non-circ
<b>Curriculum Bks</b>	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
<b>US &amp; Tx Docs</b>	21 days; 5 renewals	21 days; 2 renewals	21 days; 2 renewals	21 days; 2 renewals	21 days; 1 renewal	21 days; 1 renewal	21 days; 1 renewal	21 days; 1 renewal	21 days; 1 renewal	42 days
<b>Docs Maps &amp; CDs</b>	7 days; 2 renewals	3 days; 1 renewal	3 days; 1 renewal	3 days; 1 renewal	3 days; 0 renewals	3 days; 0 renewals	3 days; 0 renewals	3 days; 0 renewals	3 days; 0 renewals	non-circ
<b>PRA bks</b>	end of semester	42 days	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
<b>PermRes</b>	2hrs/in house	2hrs/in house	2hrs/in house	2hrs/in house	2hrs/in house	2hrs/in house	2hrs/in house	2hrs/in house	2hrs/in house	non-circ
<b>Closed Res</b>	7 days; 0 renewals	2hrs/in house	2hrs/in house	2hrs/in house	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
<b>1 Day Res</b>	7 days; 0 renewals	1 day; 0 renewals	1 day; 0 renewals	1 day; 0 renewals	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
<b>3 Day Res</b>	7 days; 0 renewals	3 days; 0 renewals	3 days; 0 renewals	3 days; 0 renewals	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
<b>Media items</b>	7 days; 2 renewals	3 days; 1 renewal	3 days; 1 renewal	3 days; 1 renewal	3 days; 1 renewal	2 hr/in house	3 days; 0 renewals	3 days; 0 renewals	3 days; 0 renewals	non-circ
<b>Jrnals, Reference, &amp; Newspapers</b>	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
<b>WTC, Remote Storage/Clsd Stks</b>	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
<b>Microforms</b>	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	42 days
<b>Max # Borrowed</b>	no max	no max	no max	no max	10	2	5	2	10	n/a
<b>Eligible for ILL?</b>	Yes	Yes	Yes	Yes	No	No	Yes	No	No	n/a

## CIRCULATION POLICIES GRID

CIRCULATION FINES GRID									
User Category	ASU Faculty	ASU Staff	ASU Grad Students	ASU Ugrad Students	Up&Coming Scholars; Mother-Daughter Program	TexShare Card	Friends of the Library	Fee Payers	ASU Retirees & Spouses; Family of Faculty/Staff; Eligible ASU Affiliate Groups
Overdue fines - Juvs	none	none	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item
Overdue Fines - normal	none	none	25¢/day/item	25¢/day/item	25¢/day/item	25¢/day/item	25¢/day/item	25¢/day/item	25¢/day/item
Recall Fines	none	none	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item
Overdue fines - Media	none	none	\$1/day/item	\$1/day/item	\$1/day/item	10¢/min/item	\$1/day/item	\$1/day/item	\$1/day/item
Interlibrary Loan Overdue Fines	\$1/day/item on ILL; no max	\$1/day/item on ILL; no max	\$1/day/item on ILL; no max	\$1/day/item on ILL; no max	n/a	n/a	\$1/day/item on ILL; no max	n/a	n/a
Overdue fines - Closed Reserve	none	none	10¢/min/item	10¢/min/item	n/a	n/a	n/a	n/a	n/a
Overdue Fines - 1 Day Reserve	none	none	\$2/day/item	\$2/day/item	n/a	n/a	n/a	n/a	n/a
Overdue Fines - 3 Day Reserve	none	none	50¢/day/item	50¢/day/item	n/a	n/a	n/a	n/a	n/a
Processing Fee	\$10/item	\$10/item	\$10/item	\$10/item	\$10/item	\$10/item	\$10/item	\$10/item	\$10/item
Reasons Privileges are Suspended	5 o/dues; 1 item 90 days o/due; 1 o/due recall; \$10 fine	5 o/dues; 1 item 90 days o/due; 1 o/due recall; \$10 fine	5 o/dues; 1o/due recall/ \$10 fine	5 o/dues; 1 o/due recall; \$10 fine	1 o/due; 1 o/due recall; \$5 fine	1 o/due; 1 o/due recall; \$5 fine	2 o/dues; 1 o/due recall; \$5 fine	1 o/due; 1 o/due recall; \$10 fine	5 o/dues; 1 o/due recall; \$10 fine