

CIRCULATION POLICIES GRID

User Category	ASU Faculty	ASU Staff	ASU Grad Students	ASU Undergrad Students	Up&Coming Scholars	TexShare Card	Friends of the Library	Fee Payers	ASU Retirees & Spouses; Family of Faculty/Staff; ASU Affiliate Groups	ILL - Loan Length
Stacks including PBK	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
Circ CD-ROMs	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
Juvenile Books/CDs	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
Curriculum Books	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
US & TX Docs	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
Docs Maps & CDs	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
PRA books	end of semester	42 days	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
Permanent Res	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
Closed Res	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
1 Day Res	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
3 Day Res	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
Media items	7 days; 2 renewals	3 days; 1 renewal	3 days; 1 renewal	3 days; 1 renewal	3 days; 1 renewal	3 hrs/in house	3 days; 0 renewals	3 days; 0 renewals	3 days; 0 renewals	non-circ
Jrnls, Ref. Coll. & Newspapers	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
WTC, Rmt Strg / Closed Stks	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ
Microforms	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	non-circ	42 days
Max # Borrowed	no max	no max	no max	no max	10	2	5	2	10	n/a
Eligible for ILL?	Yes	Yes	Yes	Yes	No	No	Yes	No	No	n/a

CIRCULATION **FINES** GRID

User Category	ASU Faculty	ASU Staff	ASU Grad Students	ASU Undergrad Students	Up&Coming Scholars	TexShare Card	Friends of the Library	Fee Payers	ASU Retirees & Spouses; Family of Faculty/Staff; ASU Affiliate Groups
Overdue Juvenile books	none	none	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item	30¢/day/item
Overdue - regular stacks	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 Media	none	none	\$1/day/item	\$1/day/item	\$1/day/item	10¢/min/item	\$1/day/item	\$1/day/item	\$1/day/item
Overdue Interlibrary Loans	\$1/day/item no max	\$1/day/item no max	\$1/day/item no max	\$1/day/item no max	\$1/day/item no max	n/a	\$1/day/item no max	n/a	n/a
Overdue Closed Reserve	none	none	10¢/min/item	10¢/min/item	n/a	n/a	n/a	n/a	n/a
Overdue 1 Day Reserve	none	none	\$2/day/item	\$2/day/item	n/a	n/a	n/a	n/a	n/a
Overdue 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 o/dues>100 dys 1 o/dues recall; \$10 fine	5 o/dues; 1 o/dues>100 dys 1 o/dues recall; \$10 fine	5 o/dues; 1 o/dues>100 dys 1 o/dues recall; \$10 fine	5 o/dues; 1 o/dues>100 dys 1 o/dues recall; \$10 fine	1 o/dues; 1 o/dues recall; \$5 fine	1 o/dues; 1 o/dues recall; \$5 fine	2 o/dues; 1 o/dues recall; \$5 fine	1 o/dues; 1 o/dues recall; \$10 fine	5 o/dues; 1 o/dues recall; \$10 fine