Alumni who desire to borrow library materials from the Kelvin Smith Library are required to apply for and purchase an annual Alumni Borrower’s card for a fee of $10.00. The card is valid for 1 year and is issued by the Administration Office of Kelvin Smith Library during business hours. (M-F, 8:30-5:00pm)

BORROWING PRIVILEGES:
• Borrowing privileges are for general circulating collections at Kelvin Smith Library and MSASS Harris Library, only.
• Remote access to databases and electronic resources is not included.
• Items are renewable for one loan period, currently 28 days for most Case items.
• Items may be recalled at any time. Recall late fines are $1.00/day.
• Journals, reference items, videos, and other special materials or formats do not circulate.
• Overdue fees for most materials are $.25/day; some items have higher overdue fees.
• Alumni Borrowers are responsible for all due dates, renewals, and fines.
• OhioLINK items borrowed from consortia institutions are limited to 5 current transactions in the system. OhioLINK items are renewable for one loan period, currently 21 days. Renewals for Case and OhioLINK items can be done online through the “View Your Record” function on EuclidPLUS.
• Interlibrary Loan Services for Alumni Borrowers must come via their public libraries.

LIBRARY PRIVILEGES:
• Photocopy equipment is available for use. Copies are $.10/page. Photocopiers accept coin and $1 and $5 bills. Please come prepared—the library does not give change for photocopying. Photocopiers will give coin change for bills, when coin is available.
• Library computers are for educational research purposes. Information database/computer use is not to be used for commercial gain. Database licenses are for educational use only.

Access to Kelvin Smith Library information materials, computers, network and building resources is a privilege. Acceptable Use Policy guidelines for the use of shared resources are applicable to Alumni Borrowers.

EuclidPLUS, the online catalog is always available for searching at

http://library.case.edu/ksl/catalog/

Library Information, News, and Policies are available at

http://library.case.edu/ksl/