

Borrowing Privileges

Dartmouth Faculty, Visiting Faculty, Staff and Students

Registration

- All are pre-registered in the library system.
- Anyone with a question or problem library account should visit any Circulation Desk.
- A current, valid Dartmouth College ID is required to establish eligibility for library services.
- There is no registration fee
- Privileges expire when the faculty, staff or student has left Dartmouth.
- The privileges are non-transferable and may be used only by the person to whom they are issued.
- The Dartmouth ID establishes eligibility for the services described below and must be presented when requested by a library staff member.

Borrowing Privileges

- Loan period is 365 days, unless otherwise specified by the individual library.

Recalls

- Any registered user may recall material that is currently checked out. All materials, checked out by any patron, are subject to recall.
- Each user is entitled to keep an item for a minimum amount of 14 days from the time of the recall.
Exception: Items recalled by the Reserve Services may be due back to the Circulation Desk immediately.

- Overdue fines on recalled items are \$1.00 per day, per item.
- Recalled items cannot be renewed.
- This recall policy remains in effect throughout the year, including intersession. To avoid overdue fines and/or blocked accounts return your books before you leave campus.

Renewals

- Most library materials may be renewed an unlimited amount of times.
- Exceptions include recalled materials, equipment and course reserve materials. These materials must be physically returned to the library and may be eligible to be checked out a second time if another patron is not waiting for the material.
- Materials with a 365-day loan period can only be renewed after 270 days from the circulation/renewal date.
- For more information and contact information for each Dartmouth Library: [Renewals](#)

Unreturned Materials

- Patrons are responsible for all materials checked out to them.
- Any materials not returned, lost, or stolen, must be replaced.
- Please help us avoid unnecessary replacement costs by returning all material.

DartDoc (Interlibrary Loan)

- Materials that Dartmouth does not own may be obtained from other institutions through DartDoc.
- This service is free for faculty, staff and students.

BorrowDirect

- Borrow Direct allows faculty, staff and students at Dartmouth College to directly request books from the combined library catalogs of Brown, Columbia, Cornell, Duke, Harvard, Johns Hopkins University, Massachusetts Institute of Technology, University of Chicago, Stanford, University of Pennsylvania, Princeton, Yale, and the Center for Research Libraries.