

Borrowing Privileges

High School Borrower

Eligibility

- Any high school student in the local area is eligible for borrowing privileges whose research needs cannot be met by school, town, or state libraries.
- Registration must be approved and signed for by the school librarian or principal. The librarian or principal are financially responsible for all items checked out and all fines accrued.
- Each student may register for a four-week period once every academic year.
- High school students registered for (but not auditing) Dartmouth College courses have the same library privileges as Dartmouth undergraduates.

Registration

- Register at the Circulation Desk in Baker-Berry Library.
- There is no registration fee for high school borrowers.
- Students must have registration card signed by school librarian or principal.
- A library card valid for four weeks is issued at registration.
- The card is non-transferable and may be used only by the person to whom it was issued.
- The library card establishes eligibility for the services described below and must be presented when requested by a library staff member.

Borrowing Privileges

- Loan period is 28 days or the expiration date on the library card, whichever comes first, 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 of 14 days from the date of 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.

Overdue and Recall Fines

- Late respondents to recall notices are charged \$1 per day per item.

Renewals

- Most library materials will be due at the expiration of the library card, therefore renewals are not offered.

Unreturned Materials

- Patrons are responsible for all materials checked out to them.
- Any materials not returned, lost, or stolen, must be replaced and patrons will be charged the replacement costs.
- If a book is lost or stolen, the library should be notified immediately to stop the accrual of fines and start the replacement procedure.

DartDoc (Interlibrary Loan)

- DartDoc services are not available to high school borrowers. These services should be arranged through their school library.

BorrowDirect

- BorrowDirect is not available to high school borrowers.