

Short Term Carrel Check Out Policy

Private study carrels are available on the 3rd floor for temporary use by faculty, staff and students of the University of Memphis. Carrels are available on a first come first served basis. Keys are checked out at the Circulation Desk with a valid University of Memphis ID card.

The following check out periods are available for each temporary carrel in one 24-hour period: 4-hour, 1-day, 3-day, 7-day. They are not renewable and another carrel can not be checked out until 24 hours after a key is returned.

The fine for an overdue carrel key is \$10.00 per hour or portion of an hour. Carrel key replacement is \$50.00 for any key lost or not returned. A temporary carrel is available for one individual per carrel (not 2 or more). Such a study session will void the checkout.

Updated 9-17-21