

Short Term Carrel Policy

A pod of 8 carrels are available on the third floor for temporary use by faculty, staff and students of the university. Carrels are available on a first-come first serve basis. When keys are checked out at the circulation desk, users will sign a waiver

*The **checkout period** for each temporary carrel in pod 314 is listed below. Each carrel has a specified checkout period, and non-renewable.*

The fine for an overdue carrel is \$10.00 per hour or part of an hour. Carrel key replacement is \$50.00 for re-keying.

*A Temporary Carrel is intended for **individual checkout only (not group study)**. Group study sessions will void current checkout waiver.*

Current Check – Out Periods

Study Carrel	314 D _____ 4 hour	314 G _____ 3 day
	314 E _____ 4 hour	314 H _____ 3 day
	314 C _____ 1 day	314 A _____ 7 day
	314 F _____ 1 day	314 B _____ 7 day