Item Limits

- UK Faculty & Staff, Affiliated Faculty & Staff, Emeritus Faculty, and Visiting Scholars: 100 items
- UK Graduate Students and Donovan Scholars: 75 items
- UK Undergraduate Students: 25 items
- Non-UK Borrowers: 10 items

Specific Groups

UK Faculty, Staff, and Students

UK Undergraduate (basics):
- Must present valid UK Wildcard Student ID to check out library materials
- Has link blue credentials
- Is downloaded into system from Student Information System
- May use any computer
- May check out any circulating material—up to 25 items for 42 days
  (Periodicals, Course Reserves, and AV material may have shorter loan periods and higher fines for late returns.)
- 2 renewals (checkout + 2 renewals/cannot exceed 126 days)
- May come to library between 10pm and 6am with valid UK Wildcard Student ID (no phone photos of ID)

UK Graduate students:
- Must present valid UK Wildcard Student ID to check out library materials
- Has link blue credentials
- Is downloaded into system from Student Information System//Visiting Scholars must be manually entered at any Circulation Desk.
- May use any computer
- May check out any circulating material—up to 75 items for 90 days
  (Periodicals, Course Reserves, Keys and AV material may have shorter loan periods and higher fines for late returns.)
- 2 renewals (checkout + 2 renewals cannot exceed 270 days)
- May come to library between 10pm and 6am with valid UK Wildcard Student ID (no phone photos of ID)

UK Faculty/Staff
- Must present valid UK Wildcard ID to check out library materials
- Has link blue credentials
- Is downloaded into system from Human Resources
- May use any computer
- May check out any circulating material—up to 100 items for 120 days
  (Periodicals, Course Reserves, Keys and AV material may have shorter loan periods and higher fines for late returns.)
- 4 renewals (checkout + renewals cannot exceed 600 days)
- May come to library between 10pm and 6am with valid UK Wildcard Student ID

Do not pay fines on returned UK late/lost books*. Do pay fines for these items returned late: recalled items, periodicals, reserves for classes other than those they teach, media items. Also responsible for InterLibrary Loan fines. *Are responsible for replacing or paying for lost items.

Visiting Scholars
**Need letter from sponsoring department/college requesting library privileges and stating dates of visit
- Must present valid UK Wildcard ID or UK Library Card
- Some have link blue credentials
- Must be hand-entered by library staff
- May use any computer with link blue credentials or public computer only without link blue credentials.
- May check out any circulating library materials--up to 75 items for 90 days (or until end date of stay--whichever comes first)
- 2 renewals (checkout + 2 renewals cannot exceed 270 days)
- May come to the library between 10pm and 6am, but only with a UK Wildcard ID.

BCTC Students
- Student/Faculty/Staff must present current BCTC ID to be entered into system
- May also be asked for a valid Driver's License
- email address required
- May borrow up to 25 items for 28 days
- 2 renewals
- May check out:
  o Periodicals
  o Group Study Rooms
  o Locker keys
  o Laptops
  o Must use public computers on the 2nd floor
- Must use Copy Center when open
- May come into library between 10pm and 6am with valid BCTC ID

UK Alumni
- Must present valid Driver's License to be entered manually into system or check out library materials or use the public computers.
- NO link blue credentials--this means that data bases are only accessible while on campus
- Must present Alumni Assoc ID
  *email address required
  May borrow 10 books for 28 days
- 2 renewals (checkout + 2 renewals cannot exceed 84 days)
- May not checkout:
  o Periodicals
  o Group Study Rooms
  o Locker keys
  o Laptops
- Must use public computers on 2nd floor in Young Library (limited to 7 hours per week)
- May use research IDs if doing research (ask at Reference Desk on 2nd Floor)
- Must use Copy Center when open

Reciprocal Borrowers

- Must present valid College photo ID to be entered manually into system or check out library materials or use the public computers.
- May also be asked for a valid Driver's License
- email address required
- May borrow up to 10 books for 28 days (checkout + 2 renewals cannot exceed 84 days)
- 2 renewals
- May not checkout:
  - Periodicals
  - Group Study Rooms
  - Locker keys
  - Laptops
- Must use public computers on the 2nd floor (limited to 7 hours per week)
- Must use Copy Center when open
- May come into the library between 10pm and 6 am with valid Reciprocal College ID

Community Borrowers

Resident of KY who is at least 18 years old - must present a valid KENTUCKY Driver's License to be manually, KY non-driver's ID or other valid State ID entered into system and to check out library materials
  *email address is required
- May borrow 10 books for 28 days
- 2 renewals (checkout + 2 renewals cannot exceed 84 days)
- May not checkout:
  - Periodicals
  - Group Study Rooms
  - Locker keys
  - Laptops
  - Must use public computers on 2nd floor (7 hours per week)
  - Must use Copy Center when open
  - May NOT come to library between 10pm and 6am.

Computer Use Only (Young Library)
- Must present valid picture ID to be manually entered into system
- May only use public computers on 2nd floor (7 hours per week)
- Must use Copy Center when open
- May NOT come to library between 10pm and 6am.

ESL Students
English as a Second Language (ESL)
- Must present valid UK Wildcard ID to check out library materials
  *email address is required
- Upper-level students have link blue credentials
- Must be manually entered into system
Same privileges as UK undergrad

Must use public computers on 2nd floor (7 hours per week)