

## Clayton State University Library

Policy Name: Renewing Borrowed Items

Effective Date: January 1, 1999

Review Date: October 8, 2019

### Policy

It is the policy of the Clayton State University Library that most borrowed items are automatically renewed twice for authorized users in good standing. In person renewals are permitted for equipment based on availability. Course reserves and study room supplies cannot be renewed.

After the renewal limit is reached, items must be returned at which time the item can be borrowed again if not needed by another patron.