

## LIBRARY DESCRIPTION

In support of its educational mission, the Franklin Pierce University Library provides a comfortable, open-stack environment for study and research. The collection numbers over 132,000 items, including books, microforms, compact discs, DVDs, software, audio and videocassettes, as well as subscriptions to over 13,300 electronic and print periodical titles. The primary commitment of the Library is to the University's curriculum and its programs. The Curriculum Library includes a wealth of resources related to K – 12 teaching and learning and children's literature.

## GETTING A LIBRARY CARD

Local residents may complete an application for borrowing privileges at the Circulation counter. You need to present your valid driver's license or other standard picture ID that indicates your local address. We will issue you a Library card at the time of your first visit (please read about children using the Library).

**You will be required to present your Library Card in order to be able to temporarily check out a card that will allow you to log into the computer in order to search the catalog, the internet or print from the computer.** This login card is checked out to you for

2 hours and must be returned to the Circulation counter.

## LOAN PERIODS and RENEWALS

Items from the circulating collection include books, DVDs, videos, CDs, audioCDs, audiocassettes and software. Some items like reference materials, special collections, slides, periodicals, and microfilm do not circulate. Local patrons may borrow a total of 10 items at any one time. Books, CDs, cassettes circulate for 21 days and may be renewed twice for the length of the loan period if no one else has requested them. Movies may be checked out for 1 week and renewed once. To view your account to see when items checked out to you are due or to renew items go to [library.franklinpierce.edu](http://library.franklinpierce.edu) and click on the link to My Bookbag. You will need to log in using your card number and your last name. You may also call the Circulation Department at (603) 899-4140.

## FEES AND FINES

Movies returned or renewed late are assessed a \$3.00 per day per item fine. Other types of materials returned or renewed late incur a fine of .25 cents per day per item. Overdue notices are mailed regularly. Items overdue more than 3 weeks are considered lost and charged at \$50.00 per item. Damaged items are charged at \$50.00 per item.

Borrowing privileges may be suspended based on unpaid fees or amount of lost items.

## CHILDREN USING THE LIBRARY

We welcome local children's use of the Library. Many schoolchildren, home-schooled, teachers and families use the Library regularly. Parents need to sign the borrower application for a minor (under age 18) and accept financial responsibility for fines and fees. We also ask that parents accompany children to the Library and set behavior expectations. Please note that we do not monitor children's use of the Internet nor do we limit borrowing based on type of content or movie ratings.

## REFERENCE SERVICES

We welcome on-site reference questions from local residents as long as this does not diminish our ability to serve our primary clientele. License agreements for all third party databases are limited to current Franklin Pierce students, faculty and staff. For this reason we cannot extend remote access to local patrons.

## EXHIBITS

The Library welcomes exhibits by student clubs and local nonprofit

organizations. Please contact the Director of Library Services for stipulations, exhibit case dimensions and scheduling information.

### CELEBRATION OF THE LIBERAL ARTS

The Library is pleased to sponsor the annual Celebration of the Liberal Arts each September. Featured presenters from the Franklin Pierce community perform or speak in the Library. Watch the website for the schedule.

### DONATIONS

Franklin Pierce University welcomes donations of materials but reserves the right to decide whether or not to accession donated items depending on their usefulness and relevance to the collection as a whole. For more information about materials or monetary donations please contact the Director of Library Services.

### FRIENDS OF THE LIBRARY

Our fledgling Friends of the Library group has a significant number of local residents on its roster. Please consider membership. We want to increase the role that the Friends group plays.

### LIBRARY HOURS

During the academic year, the Library is open:

<b>Sunday</b>	<b>12:00 noon-midnight</b>
<b>Mon.-Wed.</b>	<b>8:00 am-midnight</b>
<b>Thursday</b>	<b>8:00 am-11:00 pm</b>
<b>Friday</b>	<b>8:00 am- 8:00 pm</b>
<b>Saturday</b>	<b>10:00 am-6:00 pm</b>

Please note that hours during the summer and semester breaks are reduced. Please call 899-4140 or check the webpage for details.

### THE FINE PRINT

Use of the Library is a privilege, not a right. Library use and borrowing privileges can be suspended or revoked if circumstances so warrant. Typical reasons for loss of privileges include, but are not limited to, disruptive behavior, theft, unreturned or damaged materials, escalating fines or fees, or inappropriate use of computers.

Contact information:

**603-899-4140** (Circulation)

**603-899-1149** (Reference)

<http://library.franklinpierce.edu>

Franklin Pierce University Library  
40 University Road  
Rindge, New Hampshire 03461

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## SERVICES FOR LOCAL BORROWERS



## AS A RESIDENT OF A NEARBY TOWN ...

*You are welcome to use the Franklin Pierce University Library. Residents of towns within a 15-mile radius of the Rindge campus are extended use and borrowing privileges, assuming continued responsible use.*