STUDY ROOM POLICY

Reedley College Library study rooms are intended for student use to support student learning, success, and collaboration. The library has two study rooms available for use – LRC 100 and LRC 102. Rooms are equipped with white boards and large-screen monitors. Dry erase markers, erasers, and remotes are available for checkout at the Circulation Desk.

**Room Capacity**: 10

**Checkout Limit**: 2 hours

- Rooms are released within 15 minutes of a no-show. Students are advised to notify library staff if they are running late.
- Rooms are released after 15 minutes of vacancy. A vacancy is defined as a student who has left the room during their reservation. The library is not responsible for unattended items. The library reserves the right to notify Campus PD to remove unattended, unclaimed items from the rooms. Students are advised to plan their time accordingly.
- Students are responsible for the condition of the room.
- For safety, rooms must be left unlocked and lights must be on during checkout.

**Renewals**: Based on availability

All library users are expected to follow library policies and the district Standard of Conduct in order to receive library privileges.

Please visit in-person or contact the library at 559-638-0352 or library@reedleycollege.edu to reserve a study room.

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