

Library Borrowing

Original Implementation: February 11, 1981

Last Revision: April 30, 2019

Persons who hold Stephen F. Austin State University identification cards or Judy B. McDonald Public Library cards are eligible to borrow materials from the Ralph W. Steen Library. Individuals who do not hold either card may use an official picture identification, e.g., driver's license, to borrow materials. A university library card may be issued upon request. Loan periods vary by borrower category and type of material borrowed. Library users are responsible for all materials borrowed from either library, including the payment of overdue fines, and replacement and/or repair costs for lost or damaged materials. Borrowing privileges are suspended at both libraries for overdue materials or unpaid charges at either library. Individuals are limited to ninety-nine items on their borrowing record at any one time.

Ralph W. Steen Library recognizes and accepts TexShare reciprocal borrowing cards from participating institutions. TexShare library card holders from participating institutions must present an official picture identification when borrowing materials from Ralph W. Steen Library. TexShare cards issued to SFA students are valid for one semester, expiring on the first day of the following semester, whereas, faculty and staff TexShare cards expire at the end of August.

Cross Reference: None

Responsible for Implementation: Provost and Vice President for Academic Affairs

Contact For Revision: Library Director

Forms:

https://forms.sfasu.edu/libweb/library_registration.html

https://forms.sfasu.edu/libweb/texas_share_card_app.html

Board Committee Assignment: Academic and Student Affairs