BORROWING PRIVILEGES

All students, faculty, and staff members at the University of Alabama may check out library materials. Students from some other colleges in Alabama have reciprocal borrowing privileges.

Community users may purchase a Borrower's Card.

All patrons are required to provide proper identification. UA faculty, administrative staff, professional staff, and currently enrolled students who are listed in the automated system must provide an ACTion card without exception. Patrons from groups not listed in the automated system must provide current picture ID and official proof of status.

Self-service checkout is available in Gorgas, McLure and Rodgers Libraries.

BOOKS FROM OTHER LIBRARIES

If you need a book that is not part of the University Libraries’ collection, you can borrow it from another library.

Universal Borrowing/Borrowing Partners

You can use the "Other Libraries" section of the Libraries’ Catalog to search for and request books from our borrowing partners. Those libraries are: University of Alabama at Birmingham, Auburn University, Auburn University at Montgomery, and Jacksonville State University. The book will be delivered to the University Libraries, and you can pick it up. Our borrowing partners will also allow you to check out books at their libraries using your University of Alabama Action Card.

Go to the "Other Libraries" section of the Libraries’ Catalog.

Read more about Universal Borrowing.

KUDZU

KUDZU is a combined catalog for over 15 university libraries in the Southeast. Your search will show you the books held by each of those libraries. If you find a book you need that is not in our collection, you can use the Interlibrary Loan button to submit a request to borrow the book from one of the other libraries.

Go to KUDZU.

Interlibrary Loan

You may also submit an "interlibrary loan" request to borrow a book from another library, even if you don't know which other library might have it. We will find a copy and borrow it on your behalf.

Read more about Interlibrary Loan policies and procedures.

Go to the Interlibrary Loan form.

JOURNAL ARTICLES FROM OTHER LIBRARIES

If you are unable to locate the journal article you need at the University Libraries, you may submit an "interlibrary loan" request to get a copy of the article from another library. You do not need to know which other library might have it. We will find it and get a copy for you.

Read more about Interlibrary Loan policies and procedures.
Borrowing Materials | University Libraries

Go to the Interlibrary Loan form.

LOAN PERIODS AND LIMITS

Loan periods vary, depending on patron group and the type of material.

- Books and government documents:
  - Undergraduate students - 30 days, 3 renewals; 50 items total
  - Faculty - Fixed due dates of January 31, May 31, and September 30;
    all items due May 31 must be brought into the library for renewal; 300 items total
  - Retired Faculty, Administrative Staff, Graduate Students - Fixed due dates of January 31, May 31, and September 30;
    all items due May 31 must be brought into the library for renewal; 200 items total
  - Visiting Scholar, Adjuncts, Special Faculty (ie. Geological Survey), System Employees Staff - 30 days, 3 renewals; 100 items
  - Borrower's Card patrons - 30 days, 1 renewal; 5 items total

- Sound recordings, DVDs, and videos:
  - Faculty - 14 days, 1 renewal
  - Graduate students - 14 days, 1 renewal
  - Undergraduate students - 3 days
  - Staff - 3 days
  - All other patrons - In-library use only

- Bound Periodicals
  - Faculty - 5 days, 1 renewal
  - Graduate students - 5 days, 1 renewal
  - All other patrons - In-library use only

- Course Reserve Materials
  Reserve materials circulate for a limited amount of time. Check-out periods are:
  - 2 hours (in-library use only)
  - 4 hours (in-library use only)
  - End of day (in-library use only)
  - Overnight
  - 2 days
  - 4 days
  - 7 days
  - 10 days

  All reserve items must be returned to the appropriate library's reserve desk.

- Current Periodicals
  - Current periodicals can not be checked out. They may be used only in the libraries.

- Special Materials
  There are some materials that have shorter loan periods for all patron groups (30 days). These special materials may not be renewed.

RECIPROCAL BORROWING PRIVILEGES

University of Alabama students may borrow books for free from the following college and university libraries in Alabama: Auburn, University of Alabama in Birmingham, Alabama A&M, University of Alabama at Huntsville, Stillman, Shelton State, Judson, West Alabama, Montevallo, Miles, and Huntingdon. To borrow materials from one of these libraries, you must show their circulation staff your current University of Alabama ACTion card. Each library has its own policies regarding circulation periods, renewals, and fines.

Students from the above colleges may also borrow materials from University Libraries. The borrower must show a valid college identification card. Circulation policies are the same as for Borrower's Card patrons: a 30-day loan period with 1 renewal; 5 items total.

PURCHASING A BORROWER'S CARD

Members of the community may purchase a Bama Borrower's Card at the Gorgas Library circulation desk. You must complete an application and have a photo ID (valid driver's license or passport) and proof of residency (utility bill, rent receipt or voter
registration card) Card is valid for one academic year at a cost of $25.00 and may be renewed ($25.00 renewal fee) as long as
the patron is in good standing with the library and presents documentation of current address.

Community user privileges do not include off-campus access to databases, InterLibrary Loan, Reserve items, and equipment
loans. Community users cannot place holds/recalls.

Books, musical scores, government documents limit is 5, circulation period is 30 days with one renewal. Sound recordings, CD's,
videos, bound periodicals, current periodicals and reference material are available for in library use only.

Failure to pay any overdue fine, fee or charge will result in loss of library privileges. Past due accounts may be turned over to a
collections agency. Account holders are responsible for all collection cost and legal fees.

Libraries' Fines