

## Community Borrower Policy

Mercer University Libraries are open to students, faculty, and staff with a current Bear card. The Libraries are not open to the general public. However, Community Borrower status may be granted to certain persons based on specific criteria as follows:

- [Alumni](#): Patrons who have graduated from a college at Mercer University.
- [ARCHE](#): ARCHE affiliated patrons with the proper borrowing card and paperwork.
- Family Dependents: Direct dependents of full-time Mercer faculty over the age of 18.
- Retired Faculty/Staff: Patrons who have worked for Mercer University in a full-time capacity and have retired.
- [Visiting Scholars](#): Ph.D. level graduate students and faculty from other institutions of higher education may be approved as visiting scholars. Visiting Scholars must apply for approval before scheduling a visit.

### Library Use

Community Borrowers need to call the service desk of the library they are visiting and identify themselves to library staff to gain admittance to the library. On the first visit, community borrowers must complete an [application form](#) and will be issued an identification card which must be presented for continued usage. Identification cards are valid for one calendar year unless otherwise specified. Community Borrowers may not use study rooms requiring Bear Cards or the 24/7 study spaces. Wi-fi and floor computers are available for use, but printer services are not available.

### Borrowing Materials

Community Borrowers may borrow books and sound recordings for 28 days with 1 renewal. They may have up to 10 items out at once. Item holds, equipment reserves, and videos are excluded.

Items not returned by the specified date will accrue lost item fees and library access will be restricted until items are returned and fees are paid.

### Database Access

Community Borrowers do not have access to Discovery or other licensed databases that require a password.