

Harley E. French Library of the Health Sciences Policy Statement

University of North Dakota School of Medicine and Health Sciences, Grand Forks, North Dakota, 58202-9002
Phone: (701)777-3993

LENDING GUIDE FOR UNAFFILIATED BORROWERS

An unaffiliated borrower is defined as any person eighteen years of age or older, not affiliated with the University of North Dakota. There are no residence restrictions.

In order to check materials out of the Library of the Health Sciences, unaffiliated borrowers must have a valid library card. Library cards will be issued by the Library of the Health Sciences upon presentation of two forms of identification and a fee of \$15.00. The fee will be waived if one of the pieces of identification indicates that the person is a health professional. Cards will be issued for a one-year time period and may be renewed if there are no outstanding fees or overdues.

Borrowers from other institutions within the North Dakota University System may borrow items by presenting an ODIN library card from their home institution and a current identification card from a North Dakota college or university. Visiting faculty and staff from other institutions of higher education may be issued an unaffiliated card free of charge upon presentation of proper credentials.

CARD INFORMATION

- *Annual fee- \$15.00
- *Non-transferrable
- *Renewable
- *Replacement fee for lost card - \$5.00

GENERAL INFORMATION FOR UNAFFILIATED BORROWERS

- *You may check out a maximum of eight books from our library for 28 days
- *If a book is not returned, you must pay the cost of the item plus a \$10.00 processing fee
- *You may use all other materials including electronic indexes in the Library
- *Interlibrary loan service is available for an additional charge
- *Your unaffiliated borrower card will be honored at the UND Chester Fritz Library

*Grand Forks Public Library cards may not be used instead of an unaffiliated borrower card

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GUIDE FOR ISSUING LIBRARY CARDS

In order to check materials out of the Library of the Health Sciences, all borrowers must have a valid library card. Following are the cards that we accept and/or issue.

1. Campus Passport Card or Green Card: All current students, staff & faculty at the University of North Dakota (or affiliated as clinical faculty or distance education students)

\$10.00 for Campus Passport

2. Black Card: All UND alumni (graduate of the University) and/or Emeritus (Retired) Professors - **no charge**

3. Red Card: Anyone **not** affiliated with or part of the university (such as business people, lawyers, students at high schools or technical schools who are at least 18 years old; there are no residence restrictions) - **\$15.00 charge**.

4. Grand Forks Public Library Cards will NOT be honored.

Red library cards will be issued upon presentation of two forms of identification and a fee of \$15.00. **The fee will be waived if one of the pieces of identification indicates that the person is a health professional.** Cards will be issued for a one-year time period and may be renewed if there are no outstanding fees or overdues.

GENERAL INFORMATION FOR BORROWERS

*Replacement fee for lost card - \$5.00

*If a book is not returned, they pay the cost of the item plus a \$10.00 processing fee

*You may use all other materials including electronic indexes in the Library

*Borrowers from other institutions within the North Dakota University System may borrow items by presenting an ODIN library card from their home institution and a current identification card from a North Dakota college or university. Visiting faculty and staff from other institutions of higher education may be issued an unaffiliated card free of charge upon presentation of proper credentials.

*Our unaffiliated borrower card will be honored at the Chester Fritz Library

