LIBRARY CARD
Your Student Access Card is an all-in-one card: your District library card, student ID, transit pass (with current RT sticker), and GoPrint card. Get your card in the Computer Lab. Valid at any Los Rios Community College Library. You must present your library card every time you want to borrow a library item. A lost/stolen card should be reported immediately. You are responsible for material checked out on your card. Violation of library policies may result in the loss of library privileges.

REFERENCE LIBRARIANS
Your Folsom Lake College librarians are here to help you with your research needs. Visit the Reference Desk for assistance from a librarian. You can also get help over the phone or via email. Call the Reference Desk at (916) 608-6612 or fill out the Ask a Librarian Form on the Library homepage. Librarians are always happy to help students with their research needs!

DROP-IN LIBRARY INSTRUCTION
The Folsom Lake College Library offers 45-minute Drop-In Library Instructions that cover a broad range of our library’s resources and recommended research strategies. These instructional sessions are available around the first week of each month. Please visit the Library website for the current schedule.

LIBRARY CATALOG
Use the Library Catalog to find library materials such as print books, eBooks, media and reserve items. Search by keyword, author, title, subject, or by course name and instructor for reserve items. Also renew books online, view your library account, and request books from other Los Rios Libraries. Ask a librarian for assistance.

ONLINE LIBRARY SERVICES
A current library account allows you to view your patron record, renew items, request items from other Los Rios Community College Libraries, and access the library research databases from off campus. You will use your Los Rios login ID and password to access online library services. Your unified login can also be used to access multiple online services at Los Rios, including eServices, iMail, Desire2Learn, and campus computers.

RESEARCH DATABASES
Library research databases are available only to Los Rios students, faculty, and staff and can be accessed off campus by using your Los Rios unified login. Ask a librarian for assistance.

STUDY ROOMS & SILENT STUDY LAB
Study rooms and a silent study lab are available for student use. Visit the library website or the Circulation Counter for more information.

BORROWING

<table>
<thead>
<tr>
<th>Item Type</th>
<th>Loan Period</th>
<th>Borrowing Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Circulating Books</td>
<td>21 days</td>
<td>7</td>
</tr>
<tr>
<td>General Circulating Media</td>
<td>7 days</td>
<td>2</td>
</tr>
<tr>
<td>Reserve Materials</td>
<td>2 hrs, 1 day, 3 or 7 days</td>
<td>2</td>
</tr>
<tr>
<td>Reference Books &amp; Periodicals</td>
<td>Library Use Only</td>
<td></td>
</tr>
</tbody>
</table>

INTERLIBRARY LOAN
Library materials from other Los Rios Libraries (ARC, CRC, EDC, SCC) may be borrowed at no cost to you, by clicking the Request button in the library catalog. Requested items usually take two to three business days to arrive.

RESERVE MATERIALS
If your professor provides the Library with course-related material, you may borrow it for a short time. Bring the call number of the reserve item to our staff at the Circulation Counter for check out. Students who keep reserve items overdue will accrue fines and may lose library privileges or face college disciplinary action.

FINES & CHARGES
Overdue fines accrue at the following rates:
- General Circulating Books & Media $ .50 per day/per item
- 2-hr Reserve Materials $1.00 per hour/per item
- 1-day, 3-day, 7-day Reserve Materials $1.00 per day/per item

Return or renew borrowed library items before their due dates. Fines also accrue during the hours and days the library is closed. Fines can be paid at the Circulation Counter. Students with unpaid library fines will not be able to check out library materials, register for classes, or request transcripts until the fines are resolved.

LOST & DAMAGED MATERIALS
Library materials that are lost, billed, or damaged will have a current replacement cost, plus a $10.00 processing fee. Out-of-print materials will be reviewed by the library to assess a current replacement cost, including the $10.00 processing fee.

Additional information and official library policies are available at www.flc.losrios.edu/libraries