

# STUDY ROOM GUIDELINES & BEHAVIOR

*These rooms are intended to be used for small group study. A silent study area is available elsewhere in the library.*

**Rooms may be booked up to 7 days in advance.**

Room use is guaranteed for 3 hours, but sessions may be extended if no one is waiting.

An ID will be taken at the time the room is signed into.

Only beverages (non-alcoholic) in closed containers are allowed in the room. Food is allowed only in the lobby.

These rooms are not soundproof. Everyone is expected to show consideration for people using the adjoining areas. Loud or disruptive behavior will result in everyone being asked to leave the room and possibly the library.

Each person in the room is responsible for the behavior of others in the room.

Other than leaving to retrieve library materials or to use the bathroom, patrons must remain in the room.

Doors must be unlocked and lights must be on at all times.

No extra chairs are allowed without library staff approval.

Rooms must be left neat and clean.

Only one warning will be given for violations of any of these guidelines.

July 16, 2008