

*Ursuline Academy Library*  
**Direct Lend Policies for SWON Libraries Members**

**General Information**

Patrons must provide a valid ID and fill out an application.

**Privileges :**

- *Two item check-out limit*
- *Two week check out during September through May. No check out during June-August.*
- *Renewals for an additional two weeks are allowed unless another patron requests the same material.*
- *The library is open from 7 am until 4 pm Monday through Friday during the school year. The library is not open during school holidays. The library catalog is available online at:*
  - <http://10.76.0.20/InfoCentre/Library.do?library=UA>

**Internet Policy:**

*The library filters Internet access in compliance with CIPA.*

**Overdue Notifications**

*All overdue notices will be sent via email. Materials not returned within 21 days of checkout will result in a replacement bill. Replacement costs are billed at \$100.00 per item and will incur a \$15.00/item overdue charge when returned.*

**Contact Information**

If you have questions about SWON Libraries direct lending at *Ursuline Academy*, please contact:

*Julie Burwinkel, Director*  
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