INDIANA UNIVERSITY KOKOMO LIBRARY
CIRCULATION POLICIES

Borrow
You must present an Indiana University ID or Indiana Resident Borrower’s Card (INRE) to check out materials.

Please report lost or stolen INRE cards to the Library. Replacement cards are $5.00.

Overdue
Materials checked out on your card are your responsibility. Loan schedule and fine information are available online at iuk.edu/library and in print at the Circulation desk. Overdue notices are mailed or e-mailed to the borrower. E-mail is the official means of communication for Indiana University affiliated users. Items that are over 30 days overdue are billed to the borrower for replacement. Normal replacement costs per item range from $85.50 to $120.50, which includes a processing fee of $10.50 per item. Replacement costs may be higher for special materials and equipment. If overdue materials are returned, the borrower remains liable for the overdue fine ($25-$75 maximum overdue fine) and a $10.50 processing fee for each item.

Renew
Item(s) may be renewed provided there are: no outstanding fines on the item(s) and there are no holds or recalls placed on the item(s).

To renew in person, present your IU ID or INRE card and the item(s) at the Circulation desk. To renew by phone, supply your IU ID or INRE card number, name, address, and item information (barcode number/title).

Indiana University affiliated users (students, faculty, staff) may also renew materials online via the IUCAT My Account feature by logging in to IUCAT at http://iucat.iu.edu/.

Indiana University is an equal opportunity / affirmative action institution.