

Group Study Room Policy

Guidelines and Rules

Collier Library extends the use of study rooms to currently enrolled undergraduates, graduates, faculty, and staff of the University of North Alabama. Study room privileges are not extended to Alumni, Alumni Pride, or other honorary borrowers.

Study rooms are located on Ground, 1st, 2nd, and 3rd floors.

Users requesting a study room should logon to <http://libcal.una.edu/booking/rooms> and reserve the room.

Accepting a study room key acknowledges compliance with policies, rules, and guidelines set forth by Collier Library.

Rules and Guidelines are made to allow fair use to all applicable patrons. There is limited number of rooms; therefore the regulations must be strictly enforced.

Rooms are not intended for ongoing class meetings
Rooms are not intended for Greek or RSO study hall.

Rooms are not soundproof: therefore sound must be kept low.

Use includes:

- Rooms are loaned for 2 hours
- Maximum capacity per room is 8 people. Exception for SR 2B which can accommodate 14 people.
- Rooms are subject to inspections.
- Rooms are for academic purposes only.

Policies:

- Violations of guidelines and rules are subject to fines and/or loss of use of the room for the semester or year.
- The key must stay in the library.
- Adding or changing members of the group does not constitute a new group.
- Intentionally keeping rooms overdue violates policy and will cause the loss of use of the room for the semester or year for each member of the group.
- It is the group responsibility when the loan period ends to ensure that the door is closed and locked, all personal belongings have been removed, and the room is found in same or better conditions than when checked out.
- Excessive noise is not permitted. Repeated warnings will result in loss of use of rooms for the day. Multiple noise violations could result in being trespassed from the library and referral to the university judicial committee.