

Brandman University Patron Types	Brandman University Student/Faculty/Staff ILLiad Delivery Requests	Brandman University Student/Faculty/Staff In-Person Check Out	Brandman University Alumni In-Person Check Out***
Maximum # of items borrowed at one time	50 Items (5 Audio/Visual)	50 Items (5 Audio/Visual)	10 Items (3 Audio/Visual)
Books & Oversize Books within the Circulating Collections including the Alumni Alcove, Friedman, MAGIC, Muth & Graphic Novels	6 weeks (1 renewal)	6 weeks (1 renewal)	2 weeks (1 renewal)
McNaughton Books	N/A	2 weeks (1 renewal)	2 weeks (1 renewal)
Collected Works	Chapters/Articles may be available as copies in limited quantities through ILLiad Article Request	3 days (No Renewals)	3 days (No Renewals)
Audio/Visual: Audio CD's, Blu-ray's, Cassette Tapes, DVD's, CD-ROM's, LP's, Music CD's & Videos	2 weeks (1 renewal)	2 weeks (1 renewal)	2 weeks (1 renewal)
Reserve Collection: Books, Binders, Audio CD's, Blu-ray's, CD-ROM's, DVD's, Videos, etc.	Chapters/Articles may be available as copies in limited quantities through ILLiad Article Request	Limit of 3 Reserves at one time* (No Renewals)	Limit of 3 Reserves at one time* (No Renewals)
Calculators, Cassette Players, CD/DVD Drive's, Chess Set's, Dry Erase Kit's, Head Phones & Slide Viewer's	N/A	3 Hours (No Renewals)	3 Hours (No Renewals)
Bookable Room	N/A	1 - 3 Hours (No Renewals)	1 - 3 Hours (No Renewals)
Abstracts, Atlases, Globes, Journals, Maps, Microforms, Newspapers, Non-Circulating Displays, Periodicals, Reference, Research Projects & Thesis	Chapters/Articles may be available as copies in limited quantities through ILLiad Article Request	Limited checkout with approval from a Reference Librarian	
Center for American War Letters Collection, Huell Howser Collection, The Frank Mt. Pleasant Library of Special Collections and Archives	Chapters/Articles may be available as copies in limited quantities through ILLiad Article Request	Limited checkout with approval from a Special Collections & Archives Librarian	
Sala and Aron Samuelli Holocaust Memorial Library	Chapters/Articles may be available as copies in limited quantities through ILLiad Article Request	Limited checkout with approval from the Holocaust Memorial Library Staff	
ILL (Interlibrary Loan)	**	**	N/A

04/2017

* Checkout time is designated by professor - 1HRI, 2HRI, 6HRI, 2HR, 6HR, 12HR, 24HR, 3 Day (72HR) or 7 Day (168HR) - HRI signifies In Library Use Only/no overnight checkout.

** Checkout time is determined by the lending library.

*** Library privileges are available at the Leatherby Libraries after an Alumni ID card has been obtained. Delivery services are not available.