

Library iPad & Laptop Lending Policy

iPads	Laptops
Eligibility & Loan Periods	
<p>Currently enrolled students may borrow an iPad for two (2) nights. For example, iPads borrowed on Monday are due back before the library closes on Wednesday. Loan periods may vary during holidays and summer terms.</p> <p>Students must:</p> <ul style="list-style-type: none"> • Be currently enrolled at PBSC with a paid class schedule. • Present a valid PantherCard and a second photo ID. • Have a current <i>iPad & Laptop Computer Loan Agreement</i> form on file at the lending library. • Return the iPad to the circulation desk of the lending library. iPads may not be returned to another campus or in the book drop. <p>Students may renew iPads based upon availability and demand. Staff approval is required.</p> <p>Community users (e.g., SEFLIN Card, “pre-students”) may not borrow iPads</p>	<p>Currently enrolled students may borrow a laptop for up to five (5) hours. Laptops can be checked out Monday through Friday, and must be returned one (1) hour before closing regardless of when borrowed. Laptops cannot be borrowed on Saturday, and loan periods may vary by campus, and during holidays and summer terms. Laptops may only be used on campus.</p> <p>Students must:</p> <ul style="list-style-type: none"> • Be currently enrolled at PBSC with a paid class schedule. • Present a valid PantherCard and a second photo ID. • Have a current <i>iPad & Laptop Computer Loan Agreement</i> form on file at the lending library. • Remain on campus with the laptop. Laptops may not be taken off campus or borrowed overnight. • Return the laptop to the library circulation desk. Laptops may not be returned in the book drop. <p>Student may renew laptops based upon availability and demand. Staff approval is required.</p> <p>Community users (e.g., SEFLIN Card, “pre-students”) may not borrow laptops.</p>

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Lost, Damaged, or Stolen Devices & Late Returns	
<p>Staff and students should inspect iPads for obvious physical damage prior to check out and upon return.</p> <p>Students are responsible for damaged, lost, or stolen iPads and accessories in accordance with the PBSC Fee Schedule.</p> <p>If an iPad is lost or stolen, students should report it to the library immediately so staff can notify IT and/or Security.</p>	<p>Staff and students should inspect laptops for obvious physical damage prior to check out and upon return.</p> <p>Students are responsible for damaged, lost, or stolen laptops and accessories in accordance with the PBSC Fee Schedule.</p> <p>If a laptop is lost or stolen, students should report it to the library immediately so staff can notify IT and/or Security.</p>
Fines and Fees	
<p>\$5.00 per hour will be assessed for iPads that are returned late.</p> <p>Students must pay the replacement value of any damaged, lost, or stolen iPads in accordance with the PBSC Fee Schedule.</p>	<p>\$5.00 per hour will be assessed for laptops that are returned late.</p> <p>Students must pay the replacement value of any damaged, lost, or stolen laptops in accordance with the PBSC Fee Schedule.</p>