

---

# RECIPROCAL BORROWING

Western Australian University Libraries

*This guide explains the reciprocal borrowing scheme of Curtin University of Technology, Edith Cowan University, Murdoch University, The University of Western Australia and University of Notre Dame Australia.*

Western Australian University Libraries operate under the University Library Australia (ULA) national borrowing scheme which aims to provide free borrowing to students and staff of member universities of Universities Australia. From 2011 reciprocal arrangements exist between the five Western Australian universities.

## WHO MAY BORROW?

Current students and staff of ECU, Curtin, Murdoch, UWA and University of Notre Dame Australia may participate in the scheme. Membership is personal and **not transferable**.

## HOW DO I APPLY?

There are two ways to apply –

1. **Online registration.** You can register online before travelling to the library from which you wish to borrow. Go to [http://wagul.curtin.edu.au/reciprocal\\_registration.html](http://wagul.curtin.edu.au/reciprocal_registration.html) for more information and to register.
2. **Apply in person.** Personally visit each library from which you wish to borrow and present your home university ID card, and provide your university email address.

## IS REGISTRATION PERMANENT?

No. Membership is for the **current academic year** only. You need to renew your registration each year. Borrowing privileges expire on the 28<sup>th</sup> February of the following year.

## HOW MANY ITEMS CAN I BORROW?

You may have up to **30 items** on loan at any one time from The University of Western Australia, and up to **12 items** from each of the other libraries.

Some items are not available for loan, or have special conditions.

Borrowing rules vary between libraries and you need to make yourself familiar with those at the libraries where you wish to borrow items.

## WHAT IS THE LOAN PERIOD?

**6 weeks:** Curtin, ECU, UWA, UNDA

**4 weeks:** Murdoch

All loans are **subject to recall at any time**, despite the nominal due-back date.

## WHAT ARE THE PENALTIES FOR OVERDUE ITEMS?

Penalties and fines for overdue items vary at each library. If you do not return items your home library will reimburse the other library for the items, and then bill you for them.

## CAN I REQUEST INTERLIBRARY LOANS?

No. You must request interlibrary loans from your home library.

## ARE THERE SPECIALIST SERVICES FOR CLIENTS WITH DISABILITIES?

The libraries aim as far as possible to provide their specialist services, facilities and equipment to students and staff with disabilities and/or medical conditions from the other libraries. Students and staff who want this assistance should first register with the Equity Officer at their home institution.

## SPECIAL RULES AND CONDITIONS FOR RECIPROCAL USERS

### Edith Cowan University Library

<http://www.ecu.edu.au/library>

<b>Access to Databases</b>	Most databases available for walk in access
<b>Penalties</b>	Invoiced if items not returned Uncleared debts will result in cancellation of membership
<b>Special Conditions</b>	No Reserve Collection or 3 day loans. No loans from the External, Film or Video collections, or of music CDs or music cassettes. 4 items for the Curriculum collection.
<b>Contact</b>	All library notification is sent by email.
<b>Information Services</b>	Provided subject to availability of staff.
<b>Copying &amp; Printing</b>	Use any card with a magnetic strip + credit

### Curtin University of Technology Library

<http://library.curtin.edu.au>

<b>Access to Databases</b>	Walk in access where database license permits
<b>Penalties</b>	Reserve loans - \$1/hour (or part thereof)/item; 3 day loans - \$4/item/1 <sup>st</sup> day overdue + \$2/day thereafter; all other loans \$1/day/item. In addition a replacement cost and admin fee is payable after 42 days overdue.
<b>Special Conditions</b>	Overdue material and/or \$20 fine accrual = suspension until fines are paid in full. No Murray Street Library or Teaching Resource Collection Loans.
<b>Contact</b>	Borrowers must notify Curtin Library of any change of address immediately. All library notification is sent by email.
<b>Information Services</b>	Provided subject to availability of staff.
<b>Copying &amp; Printing</b>	Curtin photocopying card costs \$3.20 + credit.

### Murdoch University Library

<http://www.lib.murdoch.edu.au>

<b>Access to Databases</b>	Walk in access where database license permits
<b>Penalties</b>	1 penalty point/item/day overdue 10 points/day if recalled 200 points = suspension. Reinstatement follows payment of \$20.00 fine.
<b>Special Conditions</b>	No Reserve Collection or Curriculum Resource Centre loans. Reserve items may be read in the Library.
<b>Contact</b>	All library notification is sent by email.
<b>Information Services</b>	Provided subject to availability of staff.
<b>Copying &amp; Printing</b>	Use any card with a magnetic strip + must have credit on Murdoch account.

### The University of Western Australia

<http://www.library.uwa.edu.au>

<b>Access to Databases</b>	Selected databases available for walk in access where database license permits.
<b>Penalties</b>	Overdue material = suspension Standard loan = 1 penalty point/day/item overdue Recalled items = 25 penalty points/day/item overdue 200 penalty points = suspension + \$25 fine
<b>Special Conditions</b>	None.
<b>Contact</b>	All library notification is sent by email.
<b>Information Services</b>	Provided subject to availability of staff.
<b>Copying &amp; Printing</b>	Copying cards cost \$3.00 + credit.

### University of Notre Dame Australia

<http://library.nd.edu.au/home>

<b>Access to Databases</b>	Walk in access where database license permits for registered reciprocal borrowers
<b>Penalties</b>	\$1/day/item overdue + invoiced replacement costs and \$25 admin fee if not returned after 42 days. Suspension of borrowing for <ul style="list-style-type: none"><li>\$20 fine accrual until fines paid in full.</li><li>Overdue loans</li><li>Lost items</li></ul>
<b>Special Conditions</b>	No Reserve Collection or 1, 3 or 7 day loans.
<b>Contact</b>	All library notification is sent by email.
<b>Information Services</b>	Provided subject to availability of staff.
<b>Copying &amp; Printing</b>	Upon request.