University of Texas Libraries

**Courtesy Borrower Services**

Perry-Castañeda Library 2.122
(512) 495-4305
cbdesk@lib.utexas.edu

http://www.lib.utexas.edu/services/borrower/non-ut.html

**Courtesy Borrower Desk hours:**
Monday – Thursday: 9 – 7
Friday: 9 – 4
Saturday: 12:30 – 4
Sunday: 12:30 – 7

Using your **Courtesy Borrower card,** you may:

- Check out materials at all of the University of Texas (Austin) Libraries, with the exception of the Law Library (Note: the Law Library will honor TexShare cards)
- Check out up to 100 items. Most books will receive a 28-day loan period; other items may vary
- Renew most items up to 10 times, as long as your card is valid
- Return most library items to any of the branch libraries or drive-up return bins; please note restrictions posted on outside book drops

Using your UT EID, you may:

- Access your account and renew most items online
- Recall items checked out to other borrowers
- Request that eligible items be held for them using Pick It Up (Note: this is not a rush service)
- Log into Library computers one time per day for up to an hour
- Access most* electronic resources from Library computers
- Pay fines online (with Master Card or Discover; otherwise fines may be paid in person at the PCL)

**Please be sure to:**

- Inform us of address changes
- Be aware of your due dates; they may be subject to change
- Watch for library notices (sent via email)
- Keep your EID and password safe!
- Contact us if you have any questions

**Courtesy Borrowers may NOT:**

- Borrow books through Interlibrary Services
- Access electronic resources remotely (though Texas Exes members can access two alumni databases through the Exes; see http://www.lib.utexas.edu/alumni/index.html)
- Access the campus wireless network, or access our network via Ethernet
- Log in to non-library computers on campus, e.g., in campus computer labs or the Flawn Academic Center
- Check out equipment
- Renew library materials over the telephone or via email
- Renew Courtesy Borrower cards online; pay library charges over the telephone or via email
- Enter/remain in campus libraries after 10:00 PM

*exceptions include:
- SciFinder
- EBL electronic books