

John Witherspoon College Circulation Policy

1. For students and staff:

- Loan period for all items is 14 days with one renewal
- There is a two-day grace period after the due date
- After the grace period, late fees are \$0.25 per day, per item, with a max fine of \$8.00 per item
- Items are considered lost 30 days after the grace period ends

2. For faculty:

- Loan period for all items is 90 days with no renewals
- There is a seven-day grace period after the due date
- After the grace period, late fees are \$0.25 per day, per item, with a max fine of \$8.00 per item
- Items are considered lost 30 days after the grace period ends

3. Lost Items

If the item is not returned during the 30 days after the grace period ends, the late fees and max fine will be waived. The borrowing patron is now liable to provide the item's replacement price (as recorded in Populi) so the Library can purchase a replacement copy.