

## Library Lockers



### Lockers

**Library Lockers:** The library has lockers available on the 2<sup>nd</sup> and 3<sup>rd</sup> floors for UMMS students to store educational materials. The lockers circulate for one semester at a time and are distributed by checking out a key at the Library Service Point desk at the start of each semester.

All SOM, GSN, and GSBS students are eligible for the lockers.

Keys MUST be returned at the end of the loan period. Please be considerate of your peers and return your key on time!

- You are responsible for keeping your locker clean and free of trash.

**At the end of the semester anything left in the lockers will be collected and thrown away. The Library assumes no responsibility for items that are damaged or stolen from the lockers.**

## **Circulating Keys**

- 136 lockers, located on the 2<sup>nd</sup> (52 lockers) and 3<sup>rd</sup> (84 lockers) floors, will be available for check out at the beginning of each Fall and Spring semester.
- Keys will be due at the end of each semester, June 30<sup>th</sup> in the Spring, and December 30<sup>th</sup> in the Fall.

- You can return the key at any time.

### **How to Check Out a Locker:**

- Come to the **LIBRARY SERVICE POINT** with your UMMS ID to check out a key for the semester.

***Please do not lock Library materials in your locker unless they are checked out to you.***

***NOTE: If a locker key is significantly overdue, Library staff will remove all items from the locker and charge you to replace the key.***

## **Frequently Asked Questions**

Q. What if I lose my locker key?

A. *The key replacement fee is \$10.*

Q. May I turn in my locker key before the end of the semester?

A. *Yes, just bring it to the Library Service Point desk and inform a staff member.*

Q. May I extend the use of a particular locker past the end of the semester?

A. *No, all keys must be returned at the end of the semester. However, next semester you may be able to check out a locker again.*

Q. What if I want to switch lockers with another student or share a locker with another student?

A. *You may switch lockers if both parties come to the Library Service Point in person with their UMMS IDs. However, due to COVID-19, you cannot share lockers. Also, there is only one key per locker.*

Q. Will anyone else have access to my assigned locker?

A. *No other patron will have access to your locker.*