



Interlibrary Loan

Interlibrary Loan (ILL) is a service offered to students, faculty, staff, administrators, and anyone with a Deets Library card.

What can be borrowed?

Anything except for textbooks and course required materials can be requested through ILL.

However, some items may be difficult to borrow because libraries do not lend them or lend them only in limited quantities. Such items are:

- Dissertations and Master's Theses
- Media (films, CDs, etc)
- Archival and Special collection items
- Microfilm (Particularly Educational Documents found in ERIC)

According to Copyright Law, the following restrictions also apply:

- the library can only request the same work five times in a year,
- the library can only receive five articles published in any periodical title going back five years in a year, and
- the library can only request one article per periodical issue or one chapter per book for a patron.

How long are materials checked out?

This depends on the lending library's policy. Normally the checkout will be from 2-4 weeks.

Can ILL items be renewed?

Renews depend on the lending library. Some will not allow ILL items to be renewed while others will. If you need a renewal, contact the library least 4 days before the due date.

What does it cost?

The library tries to borrow items for free. However, some items may be only found in libraries that charge \$10-\$25. If there is a charge, the patron will be contacted by the library before finalizing the request.

If a book or non photocopy item is borrowed through ILL but not returned, the patron will be billed by the lending library for the replacement cost of the book/item.

A fine of \$.10 each day for each overdue ILL item will be accrued.