



## How many items can I borrow and for how long?

### Gamble Guides

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The number of items you can borrow and the length of time these can be borrowed for depends on your reader category:

Reader category	Number of standard loan items	Standard loan period	Number of short loan items	Number of 7 day loan items
Student (maximum number of loan items = 10)	8	28 days	2	2
Annual member	8	28 days	0	0
Life member	8	28 days	0	0
Research student (PhD or postgrad at dissertation stage)	16	84 days	0	0
Research member	16	84 days	0	0
Staff	24	84 days	0	0

Two audio visual items can be borrowed by students and five by research students.

Borrowing periods for undergraduate students for different loan types are:

Loan type	Borrowing period
Standard loan	28 days
Short loan	2 days
7 day loan	7 days
Reference only	Non-borrowable

Borrowing periods are slightly longer for students officially classed as having special needs.

Standard loan books can be renewed once by students, annual and life members. Staff, research students and research members can renew items up to three times.

Only standard loan items which are on loan can be reserved. If a standard loan item is reserved by another library member, the loan period will be reduced to one week. That is, after the borrower has had the reserved item for one week they will be asked to return it.



Standard loans

Short loans

7 day loans

Ask Library staff if you wish to see short or 7 day loans as these are kept behind the issue desk. Make sure you know the book title and class number of each short or 7 day loan you need. It is a good idea to write these details down and bring them with you.