

LIBRARY HOURS

Call to Confirm
651-255-6142

FALL & SPRING TERMS:

Mon./Tues./Thurs. 8 a.m.-9 p.m.

Wed./Fri. 8 a.m.-5 p.m.

Saturday 10 a.m.-2 p.m.

READING WEEKS & JANUARY & JUNE TERMS:

Mon./Tues./Thurs. 8 a.m.-7 p.m.

Wed./Fri. 8 a.m.-5 p.m.

Saturday 10 a.m.-2 p.m.

TERM BREAKS & SUMMER

Monday—Friday 8 a.m.-4 p.m.



UNITED THEOLOGICAL SEMINARY

SPENCER LIBRARY STAFF

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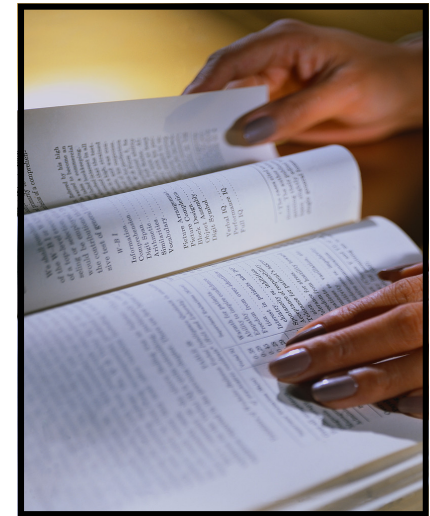
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SPENCER LIBRARY
...find what you need



**INFORMATION
FOR
MASTERS
STUDENTS**

LIBRARY WEB PAGE:
[www.unitedseminary.edu/spencer/
index.asp](http://www.unitedseminary.edu/spencer/index.asp)

WELCOME TO THE SPENCER LIBRARY



The Spencer Library provides a wide universe of resources to our students, onsite, online, and from other libraries in our region and beyond. **Let us help you find and obtain the resources you need, even when our library doesn't own them.**

LIBRARY FACTS

- Over 80,000 volumes
- 200+ periodical subscriptions
- Access OCLC **FirstSearch** databases for thousands of books and articles across the country.
- Access to **ATLAReligion** database for religion and theology journal articles.

MASTERS STUDENTS LOAN POLICIES

- **Your seminary ID card is your library card.**
- Books you check out are due the last day of the term (unless there has been another request for the item).
- Audio-visual materials circulate for 6 weeks (no renewals).
- You may have up to 25 items checked out at a time.
- To see what you have checked out or to renew items, go to our online catalog: www.catalog.spencerlibrary.org and click on the Patron Information icon.
- Reference books and periodicals may not be checked out. Articles in them may be photocopied.
- Photocopies cost .10 per page. You may buy a rechargeable copy card for \$10, or use coins. The library staff can make change.
- When the library is closed you may return books to the book-drop near the Fifth Street entrance to the seminary.
- We have a standard per-book charge for lost or damaged

books. Overdue books that are not returned or renewed are presumed lost.

COURSE RESERVE POLICIES

- You may have 2 Reserve items at a time.
- Most Reserve items circulate for 2 or 4 hours.
- Reserve items not marked "Library Use Only" may be taken overnight 1 hour before the library closes and **MUST** be returned no later than 1 hour after the library opens the next day.

Go to the Library web page at www.unitedseminary.edu/spencer/index.asp to log on for remote access to **ATLAReligion** and **FirstSearch** databases.