

POLICY FOR THE ISSUANCE OF
OUTSIDE BORROWER CARDS
TO RETIRED FACULTY AND STAFF

- Retired faculty, administrators and staff of either Moravian College or Moravian Theological Seminary who live in the area (“area” is defined as that region within which one can make a local phone call from Reeves Library, but also including Emmaus) may obtain a borrower’s card at no charge.
- Retirees who reside outside of the local area may not obtain a borrower’s card and may not have access to online services.
- The borrowing period is three weeks, with some exceptions, for retired staff members.
- Retired faculty and administrators have the same borrowing period as faculty.
- Retired staff members pay regular fines. Retired faculty and administrators do not pay fines.
- Retired staff members are not eligible for interlibrary loan. Retired faculty and administrators may use interlibrary loan for their research needs.
- Outside borrowers will receive a logon for access to online databases and full-text subscriptions.
- Outside borrower cards and logons may not be used by anyone other than the card holder.

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