Nova Scotia Community College Library Services provides resources and services to College students, faculty and staff. Our secondary clients are the surrounding community, alumni and industry. Campus libraries are developed to create an environment that supports effective teaching and lifelong learning. This is in accordance with the College's strategic plan.

**Novanet**

The College Libraries network is a member of the Novanet library system. Novanet is an online library catalogue that includes the library collections of ten university and college libraries across Nova Scotia. As a member of this rich and diverse library consortium, NSCC Library Services ascribes to a number of universal borrowing policies while maintaining many policies specific to the College.

The Novanet catalogue provides access to millions of resources owned by the following institutions:

- Atlantic School of Theology
- Cape Breton University
- Dalhousie University Libraries
- Mount Saint Vincent University
- Nova Scotia Agricultural College
- NSCAD University
- Nova Scotia Community College Libraries
- Saint Francis Xavier University
- Saint Mary's University
- University of King's College

**Library Registration**

Full or part-time NSCC students, faculty or staff who are registered or teach in a certificate/diploma program are eligible for a Novanet library membership. Students or faculty in customized programs of at least one month's duration are also eligible for full Novanet library borrowing privileges. These privileges enable a person to borrow from any Novanet library. All others are eligible for a Community Borrowers library card which permits borrowing from their local Campus Library only. Individuals who are not affiliated with the College and would like to have borrowing privileges at all Novanet libraries may wish to purchase a Novanet Off-Campus Borrower's card for a $35.00 annual fee.

Students, faculty and staff are required to visit their local Campus Library in person to be registered for Novanet. There is no cost to join but students must present their student ID at the time of registration. A Novanet barcode will be placed on the back of this card. Faculty and staff will be issued a Novanet library card. All borrowers are required to complete a NSCC Library Registration Form. Any changes to their personal contact information should be reported immediately to Campus Library staff.

www.library.nscc.ca
Borrowing Policies

- There is no limit to the number of items that can be borrowed from any Campus Library.
- Loan periods for most materials are three weeks for students and term loans for faculty and staff.
- Loans can usually be renewed up to three times, either at any Novanet library or directly by the user via the Novanet catalogue, providing there are no outstanding requests from other borrowers. All items are subject to holds or recalls being placed by other College or Novanet borrowers. All items must be returned to the Campus Library within two weeks of classes finishing.
- Books may be returned to any Novanet library.
- Reserve items must be returned directly to the owning library.
- Novanet borrowers may place holds or recalls on items that are currently on loan. If an item has been recalled, borrowers must return it within ten days. However, if it is overdue, it must be returned within three days.

Fines

All Novanet borrowers, including faculty and staff, are charged for overdue items:

- $0.25 per item/per day (maximum is $20.00 per item).
- Overdue fines for Reserve items vary among Novanet libraries.
- $1.00 per video/per day for all College videos.
- $1.00 per item/per day for recalled items that are overdue.
- Reserve fines vary, depending on the duration of the Reserve loan period.
- Fines may be paid at any Novanet library.
- Marks or diplomas may be withheld if students have any outstanding Novanet charges at the end of term.

Suspension of borrowing privileges occurs if:

- Fines exceed $10.00.
- A patron has recalled items that are overdue.

Lost, Damaged or Unreturned Items

In addition to overdue charges that have accumulated on a lost, damaged (beyond repair) or unreturned item, borrowers are required to pay the replacement cost and a processing fee.

Updated July 21, 2006