

## STUDY CARRELS

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Malpass Library has 36 individual study carrels. Half of them may be reserved for a semester at a time. The others are unassigned and left open for individual or group study on a first-come/first-served basis.

Carrels are reserved through the Library Administration Office via e-mail to Lora Adcock at LJ-Adcock@wiu.edu.

E-mail reservations are accepted for summer semester beginning: May 1  
E-mail reservations are accepted for fall semester beginning: July 15  
E-mail reservations are accepted for spring semester beginning: November 15

Carrel users receive a key for the semester. A renewal of one additional semester may be allowed. Keys are to be returned by the Friday of that semester's finals week, unless a renewal has been approved. If a key is not returned by the deadline, a fee of \$25 will be assessed.

Carrels are not soundproofed, so carrel users are reminded that a closed door does not alleviate the need to be quiet in consideration of others.

Carrels are located on the 4<sup>th</sup> and 5<sup>th</sup> levels of the library.

Carrels may be reserved by graduate students, faculty (both current and emeritus), and visiting scholars.