

Welcome to the University Library

At Loughborough the University Library offers you a wide range of resources to help you with your studies that you can access both on campus and at home.

“ Studying part-time can be really difficult at times, the library however make it easy for me to find what I need when I am on campus but also at home. The attention to detail and quality service all really help! ”



Opening Hours

During term

Monday – Friday	8.30am – 12.00 midnight*
Saturday	9.00am – 12.00 midnight*
Sunday	10.00am – 12.00 midnight*

During vacation

Monday, Wednesday – Friday	9.00am – 5.30pm*
Tuesday	9.00am – 8.00pm*

*Last admission to the building will be 10 minutes before closing.

For up-to-date opening hours visit our website.

Contact details

Customer Services Manager
University Library, Loughborough University, Leicestershire LE11 3TU
T: +44 (0)1509 222360 E: library@lboro.ac.uk

Social networking

Follow us online for the latest information and news.



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blog.lboro.ac.uk/blog/

www.lboro.ac.uk/library

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University Library
Part-time and distance students

This publication is available in large print. Please contact 01509 222190 and quote ref: 46103 to request a copy.

www.lboro.ac.uk/library





Learning and Information Resources

Loan Periods

Name of Loan	Loan Length	Part-time allowance	Information
Long Loan	4 Weeks	6 Weeks	
One Week Loan	1 Week	2 Weeks	
High Demand (Short Loan)	24 Hours	24 Hours	Friday loans can be kept over a weekend

Postal Borrowing

Books and some other items may be sent via Royal Mail using Recorded Delivery. This is a charged service, where the cost of the parcel is added to the borrower's Library account. Please see our website for more details:

www.lboro.ac.uk/library/postalborrowing

Returning Books

Books can be returned 24/7 either in person to the library, when open, or via the special post box located to the left of the entrance doors. You can also post books back directly to the Customer Services Manager.

Renewing and Reserving Items

You can renew long loan and one week items by the online catalogue or by telephone. It is possible to reserve long/week loan copies for collection in advance. Available items will be placed on the request shelf for collection within 24 hours.

Electronic Information Resources

The Library offers a wide range of electronic information including journals and databases that can be searched for using our catalogue. Some of these are available off campus, using your Athens username and password to access them.

Other Services

Photocopying

There are a number of photocopiers located around the library. Credits can be purchased online or from the enquiry desk. We also offer a postal photocopying service for journals. For more details on how to use this service please see:

www.lboro.ac.uk/library/photocopying

Study Skills Training Sessions and Advice

We offer a wide range of initiatives that can aid the development of your study skills. Initiatives include advice and planning sheets, workshops and courses that cover a wide range of areas.

Access to Other Libraries

The University Library is part of a scheme called Sconul, which allows part-time and distance learners to borrow books from any participating university library. This service enables you to access books when you are studying away from Loughborough. For more information on this service and on how to apply please see:

www.lboro.ac.uk/library/sconul

Support from Library Staff

Our staff are here to answer your questions and offer you support throughout your time at Loughborough and beyond. You can speak to our staff in person, on the telephone or through our Ask A Librarian email service. There is also a dedicated Academic Librarian who can offer you specific advice related to your academic discipline.