WALDO LIBRARY GROUP STUDY ROOMS

YOU ARE RESPONSIBLE! PLEASE REVIEW
WITH OTHER STUDY GROUP MEMBERS.

We are happy to be able to offer Group Study Rooms in Waldo Library. Current WMU students, in groups of three or more, are eligible to request the use of a Group Study Room for academic study. Rooms are located near the middle of the Waldo Library building on Lower Level. Students must present their Western Michigan University I.D. to check-out group room keys. An agreement, covering conditions and accountabilities for room use, must also be completed and signed before a room assignment is made.

Reservations may be made up to a week in advance, in person or by calling 387-5154. Reservations and assignments will be made on a first come, first served basis. Generally, the Group Study Rooms are assigned for up to two hours. Additional time may be allotted if there are no previously scheduled reservations. Rooms will be re-assigned if the students are more than 15 minutes late for their reserved time. Reservations are encouraged to guarantee room usage, but are not necessary.

Students must be signed in and out at the Circulation Desk. There will be a $10 fee for all keys which are not returned. No keys will be dispensed with less than two hours until closing. All keys must be returned no later than a half hour before closing.

STUDENTS WILL BE RESPONSIBLE TO REIMBURSE THE LIBRARY FOR ANY DAMAGE OCCURRING DURING THEIR OCCUPANCY OF THE ROOM.

UNIVERSITY LIBRARIES ABIDES BY WMU’S TOBACCO-FREE CAMPUS POLICY

NOISE LEVELS MUST BE LOW ENOUGH SO THAT OTHER LIBRARY PATRONS, INCLUDING THOSE IN OTHER GROUP STUDY ROOMS ARE NOT DISTURBED.

NO ITEMS MAY BE PUT ON THE WINDOWS OF THE GROUP STUDY ROOMS.

STUDENTS IN THE GROUP STUDY ROOMS MUST COMPLY WITH ALL LIBRARY PUBLIC ADDRESS ANNOUNCEMENTS.

PLEASE DO NOT LEAVE ANY MATERIAL(S) IN THE GROUP STUDY ROOMS.

IF A PROBLEM OCCURS, PLEASE REPORT IT IMMEDIATELY TO THE CIRCULATION DESK (FIRST FLOOR).

STUDY GROUPS WHO FAIL TO COMPLY WITH THESE CONDITIONS WILL BE ASKED TO LEAVE THE LIBRARY.

Thank You.