

## FREQUENTLY ASKED QUESTIONS

***Q. What is an ASIN Borrower's Card?***

A. It is a reciprocal borrowing card issued by CAUL/CDBUA and accepted at university libraries throughout the Atlantic Provinces and now at most Canadian university libraries.

***Q. Where do I get one?***

A. Go to the Access Services Desk at the Vaughan Memorial Library.

***Q. What borrowing privileges are attached to the card?***

A. Reciprocal borrowing privileges are determined by each lending (host) library and may provide shorter loan periods than those available at the Vaughan Library. Some library materials such as periodicals, videos, and books on course reserve may not be available for loan. Other library services may be available and some fees may apply. Inquire at the host library regarding services available to ASIN card holders.

***Q. Are there any exceptions?***

A. Graduate students, faculty and staff are entitled to borrowing privileges at all participating libraries. Undergraduate students may borrow from most participating libraries. The University of Toronto, Ontario College of Art and Design (OCAD) and Quebec university libraries do not lend to undergraduates from other institutions or provinces. A list of participating universities is available at <http://library.usask.ca/coppul/rb/rbname.html> .

***Q. Do I have to be physically present at the host library in order to use the ASIN card?***

A. Yes.

***Q. Do I have to return the materials to the library from which I borrowed them, or may I return them to my own library?***

A. Within the ASIN Network you may return to either location. If you borrow from another Canadian university library you will be expected to return items to the lending institution.

***Q. Does the ASIN card allow me to use electronic resources licensed to the lending institution?***

A. Most license agreements currently in place accept the principle that walk-in traffic is a natural part of library service. Therefore, in most libraries you visit you will find the electronic resources available to patrons in the library regardless of affiliation. Remote access, from your home or office, is limited to the faculty, staff and students of the contracting library in most instances. The ASIN card will not affect these agreements.

***Q. What if I lose a book?***

A. If you lose a book charged to your ASIN card (or incur a fine), it is your responsibility to follow the regulations of the lending library and settle the matter. Note that you are responsible for following the local regulations and these may differ from those at the Vaughan Library. In order to make the ASIN borrowing card possible, all libraries have agreed to be responsible for charges and fines levied against their users by other participating libraries when these have been incurred in the course of using the ASIN card. This means that an individual from Acadia may have borrowing privileges suspended or other actions taken at the Vaughan Library in order to satisfy a charge or fine incurred on an ASIN card at another institution. As a last resort, the ASIN card will be canceled.

***Q. When I want to borrow using my ASIN card, will I be asked for another ID? If so, should it be a picture ID?***

A. This may happen. In most cases your current university ID should be appropriate. For distance education students an alternative picture ID may be required.

***Q. I am enrolled as a distance student at Acadia. How do I apply for an ASIN card?***

A. Contact the Access Services Desk at the Vaughan Memorial Library.

***Q. As a distance student with an ASIN card, will I be able to use the ILL service at any other university?***

A. Not at this time.

***Q. Where can I get more information?***

A. The Canadian University Reciprocal Borrowing Agreement can be read at <http://library.usask.ca/coppul/rb/rbindex.html>