

Viterbo University
Todd Wehr Memorial Library

Alumni Policy

The Todd Wehr Memorial Library welcomes alumni of Viterbo University. Full information on alumni privileges across campus is available at <http://www.viterbo.edu/alumni>. We suggest alumni visit the alumni office for an official alumni card. While you do not need an alumni card to use library services, staff must verify your alumni status prior to receiving privileges. Because library staff will need to contact outside offices, you may not be able to check out materials upon your first visit.

Library privileges include:

- In-person check out of circulating materials.
- Use of computers in the library.
- Printing and photocopying with an IIT-created account. Funds can be added at the library's circulation desk.
- Interlibrary loan services restricted to books, DVDs/videos, and CDs. Must be picked up from the main desk in person.
- Electronic delivery of print journal articles our library owns.
- Due to licensing contracts, remote access of library databases cannot be offered to alumni; however, in-library use is allowed.

The following guidelines must be followed:

- Computers and software are not intended for commercial use.
- Children 14 and under must be accompanied by a parent or guardian.
- Current Viterbo students have priority for computer use; alumni may be asked to cede use when workstations are in high demand.
- The library reserves the right to ask users for identification and to revoke all user privileges for policy violations or inappropriate behavior.