

The Student Technology Center Policy

Who May Use Student Technology Center:

- The Student Technology Center is for the exclusive use of College of Charleston students for course related, educational purposes only.
- If your library record has a status of delinquent due to fines or overdue materials including interlibrary loans, you will not be allowed to reserve the room or check out the equipment.

Policies for the Student Technology Center:

- The Student Technology Center should be used for high end computing such as video editing and other computing tasks that cannot be accomplished using the standard lab computers.
- The Student Technology Center may not be used for gaming, standard applications such as word processing or commercial gain.
- Students signing out equipment from the room “must” sign the loan agreement holding them responsible damage, theft and replacement of equipment in their possession.
- The Student Technology Center and equipment are for students to use in a self-serve capacity. Limited assistance will be provided during the hours of 8am – 4pm Monday-Friday. Due to the varied nature of assignments and the complexity of the equipment, we cannot provide full assistance with this room at this time.
- The Library is not responsible for personal property left in rooms.
- No food, uncovered drinks or tobacco of any kind may be used in the rooms.
- The rooms are subject to the Problem Behavior Policy
<http://www.cofc.edu/%7Elibrary/admin/pol13.html>
There should be no unnecessary noise, boisterous behavior or musical instruments played in the rooms.
- Any other inappropriate conduct or behavior (i.e. cell phone use, eating and drinking, smoking, etc.) will result in patrons being expelled from the study room.
- Any problems, scheduling conflicts or misuse should be reported to the Student Support desk.

I have read the above policies and consent to follow them as a condition of my use of the Student Technology Center.

Signature: _____ Date: _____

Printed Name: _____