

AEP Library Resources: Expectations of Student Users – Fall 2017

Please take a moment to read the AEP Library Policy.

It is a privilege for you to be able to check out AEP library resources. These library resources are generously provided by the Dean's office.

Take note of the following expectations of students using AEP library resources:

1. Do not make notations or marks in the library resources.
2. Books are available to be borrowed for 3 weeks during the semester, and 2 days during exam period.
3. Exam period begins 6 weeks before the end of each semester.
4. Students may renew books.
5. Books may be recalled for use by another student.
6. Use of the AEP study resources is a privilege.
7. **We rely on an "honor system": we trust students to respect our policies and procedure---including returning ALL AEP books in their possession promptly after exams.**
8. Do not go on holiday or summer break without returning all AEP books in your possession.
9. Exam prep materials must be used only at the A.E.P. i.e. past student answer scripts for select courses.
10. During exams, use of AEP exam resources presumes:
 - a. You do not make unauthorized copies
 - b. You do not remove materials from the AEP
 - c. You do not plagiarize your exams by copying verbatim.

We appreciate your compliance with these expectations to ensure best support for all students.