

Wenzao Ursuline University of Languages Library

eBook Reader Circulation Policy

Eligibility

eBook readers can be checked out by Wenzao faculty, students and staff with a current Wenzao ID card. eBook readers are not available to short-term library card holders, alumni or interlibrary loan users.

The user's Wenzao ID card must be presented to the circulation desk staff each time an eBook reader is borrowed.

Loan period

eBook readers can be checked out directly from and returned to the circulation desk on the first floor during regular open hours. The loan period is 7 days for students, staff and faculty with no renewals. Please do not return them by placing them in the library book drop box.

eBook readers are provided on a reservation basis. Online reservation is available from the [Library WebPAC](#).

Fines and Damages

A NT.100 late fee will be assessed for each day the eBook reader is returned past its due date.

The working condition of the eBook reader will be assessed before checkout and upon its return. Users are responsible for damage to and/or loss or theft of loaned units. Users are required to report any problems experienced with the eBook reader during their borrowing period.

The replacement cost for a lost, stolen, or damaged eBook reader is the original purchase price. Or, a new device of the same brand with similar or higher specifications should be replaced. If an eBook reader is 30 days overdue, it is considered lost or stolen, and the borrower will be charged for its replacement.

Damage charges will be assessed based on the actual repair costs.

Personal Data and Information

Any data or documents saved to the eBook reader by the borrower during the

loan period will be permanently erased during the restore process once the device is returned.

Borrower Responsibilities

Prior to checking out equipment, you must acknowledge responsibility for the device and peripherals checked out under your name.

You are financial responsible for:

- Full replacement cost of all equipment checked out to you, if lost or stolen during the loan period
- Full repair costs charged if the equipment is damaged, including spills from food or drink.
- Damage or replacement cost will be charged directly to your library account.

Never leave the equipment unattended while it is checked out to you!

All use of the eBook reader must comply with the copyright law and Wenzao Library's eBook reader circulation policy.