USMAI Intercampus Borrowing

Current SU students, faculty and staff can borrow books directly from other USMAI libraries by simply placing your request through the library catalog. Most items arrive in 3 to 5 days.

Open the USMAI Classic Catalog (http://catalog.umd.edu/F/?func=file&file_name=find-c&local_base=ss) and select the ‘choose campus’ option.

Click on the ‘catalog’ link for the campus you wish to search - normally USMAI (all campuses).

Then enter search terms and click the ‘search’ button.

From your results list, click on the title of any book (from the other USMAI libraries) you want. Then, on the Full View of Record screen, make sure the book is a “Stacks” item (other types may be non-circulating) before clicking on the ‘Availability’ link.
Find and click the **request** button on the resulting page, choose Salisbury University from the list presented, and when prompted, sign in using your SU Username and Password.

![Salisbury University Login](image)

Select your pickup location - usually **SU Blackwell Library** and click the **send** button.

**Request - PUBLIC, JANE Q.**

If the item you want is on the shelf at the campus where you want to pick it up, that campus may be excluded as a pickup/delivery location. (See excluded pickup/delivery locations for this item.)

**Pickup/delivery location:** Choose one
- Choose one (default)
- SU Blackwell Library
- UMBC Library
- JLI Law Library
- Bowie State University
- CES, Chesapeake
- CES, Horn Point
- CES, Appalachian Lab
- UMCP Shady Grove
- UM Eastern Shore
- Frostburg State University

**Excluded pickup/delivery:**
- UMCP Architecture Library
- UMCP Art Library
- UMCP Chemistry
- UMCP EPSC
- UMCP McKeldin Library
- UMCP Performing Arts

**Delivery and Return**

You will be notified when the book is ready for you to pick up at the Circulation Desk. Typically it takes 3 to 5 days for materials to arrive. Return books to the same Circulation Desk on or before the due date.

**Loan Periods**

The lending library will determine the loan period, usually 28 days for students and longer for faculty and staff.

You may request renewals online at the "My Account" page. Items are subject to recall at any time if needed by another user.