

**Julien and Virginia Cornell Library
Vermont Law and Graduate School
South Royalton, Vermont**

Study Carrel Policy

General Guidelines

1. Current VLGS students, recent graduates studying for the bar exam, and VLGS community library users with special circumstances may apply to reserve a library study carrel for quiet study each academic term.
2. Reservations are first come first served, as space allows, for the duration of the current semester, upon successful completion of the online application.
3. The library permits food and drinks in carrels, with users being responsible for cleaning up spills, disposing of leftover food and removing open containers to maintain a healthy and sanitary environment. For safety reasons we cannot allow appliances with a heating element in carrels; library staff will remove any such appliance.
4. Library users must remove all items from carrels by the last day of the academic term. Library staff will remove any remaining items and dispose of them as the library sees fit.

Additional Notes

- The number of library study carrels is limited. Lockers are available in Oakes Hall (through Student Services) for storage of books and materials. Study carrels are for eligible library users who will research, write and study at a carrel regularly throughout the week.
- The library user may not change locations without the direct permission of the Coordinator.
- The library is not responsible for lost or stolen personal items left in carrels.
- Library users must properly check out any library materials kept in carrels.
- The library reserves the right to:
 - Reassign vacant reserved study carrels to students on the waiting list.
 - Cancel authorization of assigned carrel due to library needs.
 - Rescind reservation for failure to abide by guidelines.