



THSU San Antonio Library Policy

- Be courteous while using the library space. The library is connected to a classroom. If a class is in session, please keep your voice down so as to not interrupt the lecture.
- A desk is available for student use. Do not sit at the librarian's desk.
- Students must have their ID available when checking out books.
- If the librarian is not available to check out books, students should speak to the clinic receptionist for help.
- Printing is available. Ask librarian or clinic receptionist for help.
- Students may have food and drinks in the library. All food and drinks must be lidded containers. Students are required to clean up after themselves while in the library space. Do not discard food and drink containers in the library trash can.
- Do not put books back on the shelves once you are finished using them. Leave all books on the librarian's desk to be reshelved.
- Do not leave personal items unattended in the library. THSU and its members are not responsible for any unattended items that are damaged, lost, or stolen while in the library.



University of Incarnate Word Library Guidelines¹

When using the Johnson Physical Therapy Library

- THSU students are required to follow UIW polices at all times when using UIW facilities.
- THSU students are required to follow UIW **COVID-19 protocols**, located at:
<https://www.uiw.edu/covid-19/index.html>
- THSU students are required to follow all the **UIW Library policies**.
 - The UIW Library Policies² are located at: <https://my.uiw.edu/library/policies/index.html>
 - The UIW Johnson Physical Therapy Library Policies are located at:
https://libguides.uiwtx.edu/ld.php?content_id=14176103
- THSU students are required to follow the **UIW Library Policy on Conduct**, located at:
https://my.uiw.edu/library/docs/conduct_policy1.pdf
- THSU students must have their THSU ID on their person when using the UIW library.
- THSU students must check in with the security guard upon entering UIW facilities.
- THSU students must check in with library staff before using the UIW library.
- **UIW library books are not available for checkout by THSU students.** Books may be used in the library only.
- THSU students may use the library computers. See UIW library staff for a guest login.
- If a UIW affiliate requests to use a computer occupied by a THSU student, the THSU student will be give five (5) minutes to save their work and logoff of the computer.

¹ This a guideline for THSU students when using the UIW library facilities. This document **DOES NOT** supersede UIW policies.

² The UIW circulation polices do not apply to THSU students. Students may not check out UIW books. THSU students are not UIW affiliates and do not have the same privileges as UIW students.

TEXAS HEALTH AND SCIENCE UNIVERSITY



- If a THSU student is using a study space that has been reserved by a UIW affiliate, the THSU student will be required to move to a different space.