iPAD User Policy

Use of your MCC library card to check out equipment indicates your agreement to observe the library’s policies.

- iPads will be checked out to current faculty or staff for 1 (one) week; they may not be renewed.
- iPads will be checked out to currently enrolled students for 2 (two) days; they may not be renewed.
- iPads will not be checked out to patrons owing money for lost, missing, or damaged equipment or other library materials.
- There will be a $5.00 per day overdue fine for iPads. The fine starts accruing one day after the Kindle is due. The maximum overdue fine is $75.00.
- There is a limit of one iPad per person. A 24-hour wait period is required between checkouts.
- Please charge the iPad before returning.
- **Return the iPad to staff at the Circulation Desk.** **a $25.00 fine will be charged if the iPad is returned in the book drop.**
- The total replacement costs include the device, accessories, and a non-refundable processing fee. If any pieces are not returned, they will be billed accordingly with the non-refundable processing fee:

| iPad Mini  | $329 | iPad | $500 |
| Smart Cover | $25 | Smart Cover | $25 |
| Sync Cable  | $19 | Sync Cable  | $19 |
| Power Adapter | $29 | Power Adapter | $29 |
| Travel Case  | $25 | Travel Case  | $25 |
| *Non-refundable processing fee | $10 | *Non-refundable processing fee | $10 |

*Check the iPad before leaving the Circulation Desk. In the event of damaged equipment, the library staff will determine if the damage is the result of normal wear and tear. Borrowers are responsible for any damage, loss or theft of the iPad and accessories while it is checked out to them, regardless of the circumstances.

To safeguard your privacy, we recommend before returning:
- Log out of email and websites that require passwords
- Delete or de-authorize any personal accounts
- Or use the RESET button, which is the last option in the General Settings, to erase all content and settings.