



LIBRARY STUDY ROOM RESERVATION POLICIES SAN MARCOS & AUSTIN CAMPUSES

The study rooms inside the San Marcos and Austin Campus Libraries may be reserved online: <https://library.usa.edu/roombooking>

There are 10 library study rooms (*2 persons per room only*) on the Austin campus and 5 library study rooms (*1 person per room only*) on the San Marcos campus.

Please read through the study room policies below. Failure to comply with the policies may result in your reservation being canceled.

- Students can book a study room up to 24 hours in advance. Reservations should be made at least 2 hours in advance.
- Students can reserve a study room for up to 2 hours at a time.
- Reservations will be held up to 15 minutes past the reservation start time. If you do not show by that time, your reservation will be considered canceled.
- All devices (computer/phone/tablet etc.) must be muted or used with headphones.
- No phone calls are allowed. Please make calls outside of the library.
- For safety reasons, please do not block or cover the window on the study room doors.
- Reservations always take precedence over unscheduled usage. While you are not required to reserve a room, making a reservation helps to guarantee your use of the room