SINGLE STUDY ROOMS

1. All study rooms are located on the Library's 3rd floor.
2. Currently reservations are not required. Study rooms are open on a first-come first-serve basis.
3. Single study rooms are designed to hold a maximum of 2 students.
4. Priority use is given to SUNY Old Westbury students.

GUIDELINES

1. Eating and drinking are not permitted. Students may carry with them the following:
    a. bottled water
    b. thermos or canteen
2. Students are responsible for the condition of the room. Damage to the room's furniture will result in a termination of study room access, suspended borrowing privileges and a replacement fee/charge.
3. Be considerate of other study room users and maintain reasonable noise levels. Groups that are excessively noisy and disturbing to other library users will be asked to leave.
4. Study room doors should be kept closed while occupied.
5. Furniture from other locations may not be moved into study rooms
6. Please do not leave personal items unattended. The Library will not be responsible for the loss or theft of personal property. Items found in the rooms will be brought to *Lost and Found* at the Circulation Desk.
7. Students are required to exit study rooms **15 minutes** prior to the Library's closing time.
8. If accompanied by children, please do not leave them unattended in the study rooms.
9. Please take any trash with you as you vacate the room.
10. **Study rooms are meant for studying and school work. Library staff reserve the right to determine whether an activity is unrelated to both. Students will be asked to conduct such activities elsewhere.**