



Library Information For Retirees

ELIGIBILITY

NIU Retirees enjoy life-long library privileges. Your library ID is your NIU One Card number. Retiree NIU One Cards can be used at Northern Illinois University Libraries and any CARLI library listed on the NIU Library website. Retirees are required to present their NIU One Card. Retirees may make online requests through the NIU Library home page.

DATABASES

Retirees have remote access to all NIU databases, containing articles and information on numerous historical and current subjects. Off-campus access to the databases requires that a one-time authentication procedure be followed. Look for the Off-campus Authentication link on the library's homepage. Many articles are available in full text and may be printed on your computer. Reference questions and access assistance may be directed to 815-753-0152 or by e-mail to "Ask-a-Librarian" on the library's homepage.

RESPONSIBILITIES

Retirees are responsible for all items checked out on their NIU One Card for all library items. Please notify the Human Resource Office of any address changes. Please direct any problems or questions to Dee Anna Phares at 815-753-0343 or e-mail DPhares@niu.edu.

BORROWING

Most items borrowed at NIU are for 16 weeks. Loan periods from other libraries may vary. Due dates are stamped in red on date due slips affixed to each item. You can monitor and keep track of the due dates of all of your materials online using the "VuFind" function on the library webpage.

RENEWALS

To renew your items online, go to the library homepage at "<http://library.niu.edu/ulib/>," click on "Renew /My Account (I-Share)," and follow the instructions.

NOTICES

E-mail notices regarding your account are sent to your official NIU e-mail address for renewal reminders, items available, overdue, etc.

INTERLIBRARY LOAN

You are eligible for NIU Interlibrary Loan. CARLI items requested can be picked up at any CARLI library location listed on the NIU Library website. Items are requested online. Check due dates and renew online using your "VuFind" account.

FINES

There is a non-refundable processing fee for overdue items that have been invoiced. Two months later a second fee is added to cover the replacement costs for the item.