

Managing your CBBcat / MaineCat / Interlibrary Loan Materials

Source of Loan	Length of Loan	# of Renewals	How to Renew
Colby or Bates via CBBcat or MaineCat	150 days from day checked out	1 renewal of 150 days	Click on the "My CBBcat" link on the library website.
MaineCat	28 days from day checked out	1 renewal of 14 days	See above
Interlibrary Loan	See due date on item; determined by lending library	Varies; request renewal one week before due date if allowed. Generally, no more than one renewal is permitted.	Log into your Interlibrary Loan account and click on "View/Renew Checked Out Items". Click on the "TN" number for the item in question, then click the "Renew Item" button at the top of the screen.
Interlibrary Loan: In House Use	See due date on item; determined by lending library	See above	See above

REMEMBER:

- Always check the due date on the borrowed item. **Scores, recordings, and other items may have shorter loan periods** (typically one week, with no renewals).
- All borrowed items are subject to recall at any time. Due dates may change and Bowdoin patrons are advised to check the status of materials checked out to them from outside institutions by viewing their accounts on the library website. See the instructions above on "How to Renew" to view due dates of various materials.

IF YOU NEED IT BEYOND THE DUE DATE and have exhausted all your renewals:

- **Interlibrary Loan** staff can help you manage your loans by sending requests in intervals to avoid having materials due all at once; arranging to receive a book at a particular time, so you can take it home for a break; or re-requesting an item multiple times from other locations after the renewal periods have expired.
- For **CBBcat** and **MaineCat** items, YOU place the requests yourself. As your books become due, try checking these catalogs to see if a different library has the item; you may request it and then return the one you originally borrowed.

Bottom line: plan ahead and feel free to ask for help!

CONTACTS:

- **CBBcat & MaineCat:** infonex@bowdoin.edu or (207) 798-4109
- **Interlibrary Loan:** ill@bowdoin.edu or (207) 725-3283