Textbooks and Required Course Materials Policy

Last revised: April 9, 2010

The Roosevelt University Library understands that the cost of textbooks and required course materials is high, but we are unable to borrow required textbooks and required reading materials via Interlibrary Loan (ILL).

- Purchasing textbooks and required materials is part of usual college expenses, along with tuition, housing, and other fees.
- Some textbooks, lab manuals, and course packs are created for and used only at Roosevelt University, so they are not available anywhere else.
- The Roosevelt University Library does not purchase textbooks (see our collection development policy concerning textbooks), and few other libraries do either.
- Libraries that do purchase new textbooks usually reserve them for their patrons’ use only and do not loan them to other libraries.
- Books requested via ILL can take up to 10 business days to arrive, meaning you may already be far behind in your required reading by the time they arrive.
- You may only have books requested via ILL for as few as two weeks, sometimes even less.
  - Loan dates are set by the lending libraries, not by the Roosevelt University Library.
  - Renewals are not always granted by the lending libraries.
  - When renewals are granted, it usually only amounts to an extra one to two weeks.
- Interlibrary loan books are subject to immediate recall by the lending library.
- Failure to return ILL books can lead to:
  - Being charged by the lending library for the full cost of the book as well as a processing fee, charges which cannot be waived and which will be passed on to you.
  - Your ILL privileges, as well as your privileges at the Roosevelt University Library and all I-Share libraries being suspended until the ILL book is returned and/or any fees charged by the lending library have been paid.
  - Your becoming unable to obtain transcripts and graduate until the ILL book is returned and/or any fees charged by the lending library have been paid.
  - The Roosevelt University Library losing its borrowing privileges from the lending library for any RU patron.
- While the Roosevelt University Library does not charge you anything to request books via ILL, the library itself is often charged upwards of $30 per request. Quite simply, the library does not have the funding to request hundreds of textbooks and required course materials, especially considering that you will only be able to use keep them for a few weeks.

In sum, by not allowing requests for textbooks and required course materials, you are protected from losing ground on your course work and required reading while waiting for a book that may not be able to be borrowed, from losing your library privileges, and from being charged replacement costs and fees if you neglect to return a book when it is due or recalled – costs that cannot be waived and which must be paid by you.
Can I borrow textbooks from other I-Share libraries?

All the above being said, you may attempt to search the I-Share system for your textbooks and required course materials. Items requested from I-Share do not cost the library, and you can often keep them for up to 3 months, depending on the lending library's policies. However, the same factors listed above still apply: the libraries may not collect textbooks, and if they do collect them, they may not check them out to patrons from other libraries.

Where else can I find Textbooks and Required Course Materials?

To find listings of the books required by your classes, visit the Roosevelt University Bookstore website:

- Chicago:  www.chicago.bncollege.com
- Schaumburg:  www.robin.bncollege.com

The following websites specialize in selling textbooks at discount prices.

DISCLAIMER: the Roosevelt University Library does not endorse any of the following sites.

Cheap textbook sites

- www.bigwords.com
- www.alibris.com
- http://textbooksrus.com
- http://www.abebooks.com
- http://www.isbns.net
- http://www.half.ebay.com
- http://www.cheapesttextbooks.com
- http://www.getcheapbooks.com

Textbook rental sites

- www.chegg.com
- www.campusbookrentals.com
- www.bookrenter.com
- www.skoobit.com

Who can I contact about this policy?

If you have questions or comments about this ILL policy, feel free to contact our Interlibrary Loan department.

Murray-Green Library
Auditorium Building
loansdt@roosevelt.edu
312-341-3638

McCormick Tribune Foundation Library
Schaumburg Campus
schlib@roosevelt.edu
847-619-7982