The Library offers books, periodicals, and audio-visual materials that support the college curriculum and life-long learning. Online databases, the online library catalog, and Internet access are available in the Computer Commons.
**Circulation Desk**
Check Out, Renew & Return Materials / Activate Borrowing Privileges / Pay Fines
Reserve Collection / Compact Discs / DVDs / Videos / Headphones / Cassette Tapes & Players
Copy Center: Copy Card Machine, Photocopiers, and Printers

**Current Periodicals/Multimedia Area**
Current Periodicals / Video & Audio Players / CD Jackets (CDs at Circulation)

**Circulating Books**
Books to Check Out – General Collection / Featured Books / McNaughtons / Videos to Check Out

☞ **Reference Desk – Ask Here!☜**
Reference Librarians / Help for Your Research! / Reference Books / Test Books
Back Issues - Periodicals / Group Study Rooms / Library Instruction Rooms /
Sign up for an Internet workstation here!

**Reading Room (Tree House)**
Quiet Study / Juvenile Literature (Children's Books) / Microform Reader/Printers

**Computer Commons**
Internet Workstations – Sign up at the Reference Desk
Online Databases / Online Catalog Workstations / Scanners

**A Current Student ID Card Is Required To Borrow Materials**
Bring your RHC Student ID to the Circulation Desk to activate your borrowing privileges

**Loan Periods:**
- Books, CDs, Cassettes, some VHS 3 weeks
- Short-term loan Books 1 week
- Reserve Materials 2 hours - Room Use Only
- Periodicals & Reference Books Room Use Only
- DVDs, Films & most Videos Room Use Only

**Overdue Fines:**
25 cents per item per day To maximum $5.00 per item

**Replacement Fees:**
Lost or damaged materials Cost of item plus $10 processing fee

**Photocopying & Printing:**
- Black & White, 10 cents per copy with Copy Card
- Color, $1 per copy with Copy Card
You will need a $1.00 bill to purchase the Card. 50 cents goes to the cost of the card and you get 50 cents' worth of printing.
Additional value can be added to the card at any time.

**You May Have a Maximum of 10 Items Checked Out at Any One Time**
Renewals can be made before the due date at the Circulation Desk or by phone at (562) 908-3416. You can have one renewal only!

Last Update: September 20th, 2012