

WAC 504-41-035 Borrower identification. (1) The university establishes a policy to allow effective identification of each borrower, including verification of the identity of a patron borrowing materials through electronic communication with the library.

(2) An individual's valid CougarCard provides sufficient identification if presented at the circulation desk. The circulation desk may, in its discretion, allow an individual to borrow materials using his or her WSU identification number and picture identification.

(3) A patron may apply for a borrower card at the circulation desk of a WSU library. The circulation desk may request satisfactory picture identification before accepting a borrower card to identify the borrower.

(4) A patron is responsible for all materials borrowed using his or her WSU CougarCard, borrower card, or electronic verification information. A patron should notify the library or appropriate WSU authorities of the loss of a borrower card, CougarCard, or other WSU-issued identifying information.

(5) If a patron wishes to not be held responsible for the use of his or her identifying information or card because that identifying information or card was used without the patron's permission, the patron is responsible to produce sufficient documentation of the misuse to the dean or library staff member(s) authorized to evaluate such documentation.

(6) Each borrower must keep the library informed of changes of name, permanent address, email address, telephone number, and classification with WSU.

[Statutory Authority: RCW 28B.30.150. WSR 11-23-136, § 504-41-035, filed 11/22/11, effective 12/23/11.]