

## 412 Blegen Library Building Group Study Room Policies

### Purpose

The Blegen Library Group Study Room is located on **the 4<sup>th</sup>** floor of the Blegen Library building. The purpose of this room is generally for the use of groups of University of Cincinnati students who will benefit from collaborating as they complete their assignments or study for exams. It is not available for class or meeting use.

### Scheduling

You may schedule the room ahead:

- In person, at the Circulation Desk in the Classics Library
- Phone: 556-1314
- Email Cade Stevens [cade.stevens@uc.edu](mailto:cade.stevens@uc.edu)
- Reservations are taken for **M-F, 8 am-4:45 pm**
- Scheduled time is limited to **2 hours** unless special arrangements are made.
- **Maximum room capacity: 8** unless special arrangements are made.

### Key

Pick up the key to the Blegen Library Group Study Room at the Classics Circulation Desk. You will be required to leave your **UC ID card**. When you return the key, your ID card will be given back.

Before you leave the room, please pick up any trash and push the chairs back in. Close the door and check that it is locked when you are finished. **Key must be returned by 4:45 pm, M-F.**

### Noise

**Excessive noise disrupts the research of faculty in the office overhead.** Please be certain to close the door and **maintain a normal conversational level.**

### Food & Drink

**Food is not allowed** in the Group Study Room. **Drinks with tight covers** are fine.