

## Borrowing procedures & loan periods

General collection books may be borrowed for up to thirty-one days. A shorter period may apply, for new additions at our discretion.

Ideally it would be great for you to return the book/s via post to **Pathways College, 7 Oak Lane Judea, Tauranga 3110** or return books at the next available block course and we will return them to the Library for you.

Please email [library@pathways.ac.nz](mailto:library@pathways.ac.nz) if this is the case or if you would like to extend your loan period. This may be extended at our discretion if no other students have requested the books you have borrowed.

In addition to loan periods, there is a limit on the number of items each student can borrow at any given time and there are limits as to how many books we can post.

Students may borrow up to **10 books at a time from our general collection and a maximum of one book from our new additions section.** We will endeavour to bring a collection of books out to each block course for students to browse and borrow as they wish.

Please note that fines may be charged for recalled items that are not returned by the required due date either by post or at block course. Students will be liable for the full replacement cost of books that have been lost, mistreated or damaged.

## Renewal requests & recalls

Students can renew books by emailing [library@pathways.ac.nz](mailto:library@pathways.ac.nz) however, they may only be renewed twice and renewal of a book is subject to the demand for that book.

If a student requires a book which is currently on loan they may recall that book by emailing [library@pathways.ac.nz](mailto:library@pathways.ac.nz) When the book has been recalled and returned to the library, the student will be notified via email.

**PATHWAYS COLLEGE**  
of Bible & Mission



# Library Guide

Physical Address:  
Pathways Bible College  
7 Oak Lane, Judea, Tauranga, 3110

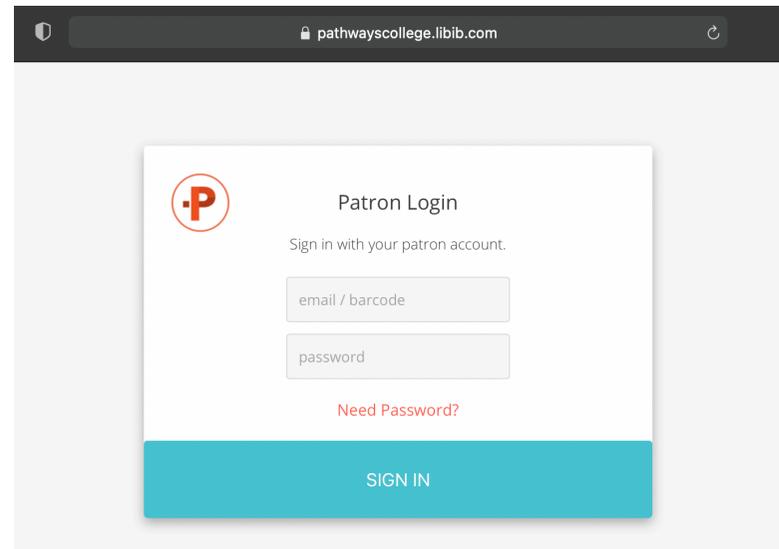
Contact Details:  
Phone: 0800 2 Pathways  
Email: [library@pathways.ac.nz](mailto:library@pathways.ac.nz)

Opening Hours: Monday-Friday 8:30am-5pm



# https://pathwayscollege.libib.com

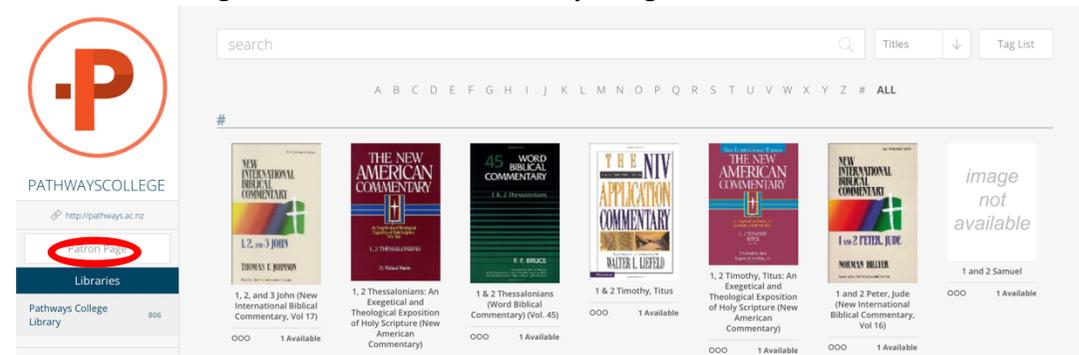
Typing the above URL into your web browser takes you to the Pathways Library Libib patron sign in page. Libib is our online catalogue that hosts all our Library books available at Pathways Bible College.



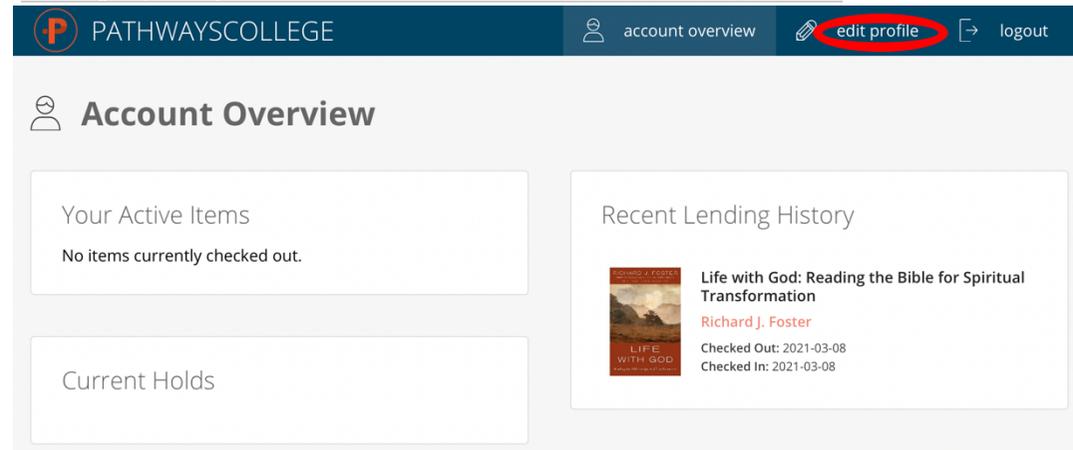
Enter your student email then click the red **Need Password?** And enter your email again. A temporary password will be emailed to you.

Head back to the Libib website and enter your email and temporary password.

Once you have logged in, you can then reset this password by clicking on 'Patron Page' (beneath the Pathways logo).



Click 'Edit Profile' (top right of the screen), then follow the prompts to change your password.



Click on the Pathways College logo up the top left of the screen to return to the Library home page where you can search for books.

When you find a book you like, click on it, select 'hold' and it will appear down the bottom of your browser page in a queue. Click the 'complete' tab towards the right hand side of the hold pop up section to finish. We will then receive your request and post these books out to you. Please note that due to size and weight, not all books can be posted and will need to be picked up at the next block course.

