Group Study Rooms Reservation and Use Policy

Group Study Rooms are intended for group collaboration only.

The rooms are locked. Students may check out a key to the rooms (two hour loan period) from the Reference Desk. You will be required to show proper identification, such as campus issued identification.

The rooms can be reserved in advance. Whenever rooms are not reserved, they are available on a first come, first served basis.

Students are responsible for all equipment and should report any damaged or missing equipment immediately. Students who use the rooms should not allow other students in to use the room after them.

On-demand technology support is not provided for the room. If you experience technical problems, return the key to Reference desk and report it. You may request another room if one is available.

All Collaboration Rooms are for group use only and are not to be used for storing personal belongings for extended periods of time.

Patrons cannot schedule multiple bookings on a room.

Collaboration rooms may be reserved for a single 2 hour block per group per day

The collaboration rooms are for group use only with a minimum of 3 people and a maximum of 6.Usage of a room by a single user is not permitted.

These rooms also require the usage of at least one laptop (to be supplied by patron)

Use of the collaboration rooms is limited to Alabama A&M University related activities. The rooms are available to Alabama A&M University faculty, staff, and students only.

Discussions within each room are permitted, but the sound level of discussion must not disturb users within the LRC.

We reserve the right to expel collaboration room users for excessive noise and non-academic activities.

Prior to leaving the collaboration room, users are required to restore the room to a clean and orderly manner. Please dispose of any trash and neatly rearrange the seats located within the rooms. Failure to restore a collaboration room may result in a denial of usage in the future.

Each collaboration room will be vacated and closed at least one hour prior to the closing of the LRC.