

How to Renew Library Books Online

You can renew library materials you currently have checked out through your **My Library** account. If you have not created an account please refer to the instructions listed on the FAQ page of the library website. After successfully creating your **My Library** account follow these simple steps to renew. Please remember that some library materials, such as DVDs, cannot be renewed on line.

- From the *Search the Catalog* page go to **My Library** in the upper left corner of the page
- Under **My Library** choose **My Library - Renew Online**
- Log in to your account
- A list of your current checked out materials will appear
- Check the boxes in the left column of those items you wish to renew
- Click "**Renew Marked**"
- You will be asked to confirm your renewal request by clicking "**yes**"
- Your new due dates will be updated on your list of items checked out
- Click "**Log out**" in the upper right section of the screen to return to the search home page.

If you have any questions regarding your **My Library** account please contact a librarian.

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