The UCLA Library system is a campus-wide network of libraries serving programs of study and research in many fields. Its collections encompass more than twelve million volumes as well as archives, audiovisual materials, corporate reports, government publications, manuscripts, maps, microforms, oral histories, photographs, technical reports, and other scholarly resources. More than one hundred thousand journal titles are received regularly. The Library also provides access to an extensive collection of digital resources including reference works, electronic journals, other full-text titles, and images.

Individual Libraries

**Hours of Service:** Hours are available on a phone recording at 310.825.4732, in print handouts, and on the web at <library.ucla.edu/hours>.

**General Regulations:** To make the libraries optimal places for study and research, users are asked to cooperate in maintaining a quiet environment. Smoking is not allowed. Food and beverages are permitted only in certain areas, and beverages must be in covered containers; please observe all local policies and posted signs.

**Arts Library**
1400 Public Affairs Building; 310.206.5425
Architecture, art history, artists’ books, design, fashion and costume, film, history of architecture, media arts, photography as fine art, studio art, television, theater, urban design

**Biomedical Library (Louise M. Darling)**
12-077 Center for Health Sciences; 310.825.4904
Health sciences: medicine, all medical specialties, all basic pre-clinical sciences, integrative medicine; dentistry; nursing; public health, including biostatistics, community health sciences, environmental health sciences, epidemiology, health policy and management; translational research. Life sciences: ecology and evolutionary biology; microbiology, immunology, and molecular genetics; molecular, cell, and developmental biology, integrative biology and physiology; psychology; neuroscience

**William Andrews Clark Memorial Library**
2520 Cimarron Street, Los Angeles; 323.731.8617
Rare books, manuscripts, other non-circulating materials on English and European culture (1640-1800); Oscar Wilde and the 1890s; Montana history; fine printing

**East Asian Library (Richard C. Rudolph)**
21617 Charles E. Young Research Library; 310.825.4836
Chinese, Japanese, Korean vernacular-language materials in the humanities and social sciences, including Chinese and Japanese fine arts, Chinese archaeology, Japanese Buddhism, Korean literature and religion, pre-modern history and classical literature on both China and Japan, religion

**Law Library (Hugh and Hazel Darling)**
1112 Law Building; 310.825.4743
Published case decisions, statutes, codes of federal and state governments of U.S. and other Common Law jurisdictions; legal treatises and periodicals in Anglo-American and international law; appropriate foreign and comparative law holdings. Note: The Law Library has a very restricted access policy; view it at <law.ucla.edu/library/access> before visiting

**Management Library (Eugene and Maxine Rosenfeld)**
Rosenfeld Library Building; 310.825.3138
Accounting, auditing, control; business and corporate history; business and society; economics; entrepreneurship and small business; ethics; finance, money, banking; industry; international business; labor, employment, human resources; management; marketing; operations management; real estate; strategy and organization; technology

**Music Library**
1102 Schoenberg Music Building; 310.825.4882
Western music history and criticism; world music styles, cultures, traditions; music theory, aesthetics, philosophy; organology
Powell Library; 310.825.1938
Resources to support undergraduate learning and research, including classics and standard works in the humanities, arts, social sciences, and sciences; “community collections,” in areas including recent fiction, graphic literature, science fiction, cookbooks, and travel guides.

Research Library (Charles E. Young); 310.825.4732
Education, government information, humanities, public policy, social sciences, urban planning research-level collections.

Science and Engineering Library (SEL); 310.825.4951
Acoustics; aeronautics; astronomy; astrophysics; atmospheric sciences; biochemistry; bioengineering; chemical, civil, electrical, environmental, manufacturing, mechanical, nuclear engineering; chemical oceanography; chemistry; computer science; electronics; energy technology; general science; geochemistry; geology; geomorphology; geophysics; hydrology; invertebrate paleontology; mathematical physics; mathematics; metals and materials; micropaleontology; optics; ore deposits; paleobiology; planetary science; pollution; solid-state, elementary particle, high-energy, nuclear, plasma, space physics; spectroscopy; statistics

- SEL/Boelter Hall, 8270 Boelter Hall, 310.825.4951
- SEL/Geology Building, 4697 Geology Building, 310.825.1055

UCLA Library Special Collections

- Center for Oral History Research: some transcripts and audio of oral history interviews available online at <oralhistory.library.ucla.edu>; printed transcripts available in A1713 Charles E. Young Research Library
- History and Special Collections for the Sciences (Biomedical Library, fourth floor; 310.825.6940): rare materials in medicine, life and physical sciences, and engineering from the fifteenth to the early twentieth centuries
- Performing Arts (A1713 Charles E. Young Research Library; 310.825.4988): Animation art; archives of major Southern California film studios and television production companies; film, television, radio scripts; personal papers of writers, directors, producers; photographs and production stills; posters; lobby cards; press kits; West Coast theater playbills
- Research Library Special Collections (A1713 Charles E. Young Research Library; 310.825.4988): Materials in the humanities, social sciences, and visual arts, including artworks, architectural drawings and models, early children's books, early printed books, ephemera, maps, medieval and Renaissance manuscripts, modern literary manuscripts, photography, and print and manuscript collections documenting Los Angeles history
- University Archives (A1713 Charles E. Young Research Library; 310.825.4988): noncurrent UCLA records with permanent administrative, fiscal, historical, or legal value

UC Southern Regional Library Facility
305 DeNeve Drive; 310.206.2010; srlf-request@library.ucla.edu
Houses lower-use materials, which are transported to libraries upon request; request items through the UCLA Library Catalog or in libraries. Offers microfilming and digitization services; for information, go to <srlf.ucla.edu>.

Subject Librarians
For librarians who select materials to build collections, serve as liaisons to departments, consult on intellectual property management issues, and offer classroom instruction, go to <library.ucla.edu/support/research-help/contact-subject-librarian>.

Other Campus Information Resources
Records of the holdings of the following archives and collections are available in the UCLA Library Catalog, but they are independently managed by UCLA departments or centers. For information about access and hours, contact them directly.

American Indian Studies Center Library: 3214 Campbell Hall; 310.206.7510; asc.ucla.edu/library
Asian American Studies Center Library/Reading Room: 2230 Campbell Hall; 310.825.5043; aasc.ucla.edu/library
Ralph J. Bunche Center for African American Studies Library and Media Center: 135 Haines Hall; 310.825.6060; bunchecenter.ucla.edu/ralph-j-bunche-library-media-center
Chicano Studies Research Center Library: 144 Haines Hall; 310.825.2363; chicano.ucla.edu/library
Grace M. Hunt Memorial English Reading Room: 235 Humanities Building; 310.825.4511; english.ucla.edu/resources-english-reading-room
Ethnomusicology Archive: 1630 Schoenberg Music Building; 310.825.1695; ethnomusic.ucla.edu/archive
Film and Television Archive Research and Study Center: 46 Powell Library Building; 310.206.5388; cinema.ucla.edu/education/archive-research-study-center-arsc

Instructional Media Collections and Services: 46 Powell Library Building; 310.825.0755; oid.ucla.edu/units/imcs

Lesbian Gay Bisexual Transgender Campus Resource Center: 220 Westwood Plaza, B36; 310.206.3628; lgbt.ucla.edu/Rae-Lee-Siporin-Library

UCLA Lab School Gonda Family Library: 1017 UCLA Lab School; 310.825.4928; labschool.ucla.edu/library

Locating Materials

UCLA Library Catalog: catalog.library.ucla.edu: Records for materials in Library and other campus collections; links to electronic resources including online journals and reference sources; user self-services including renewals, recalls, and requests for SRLF items

Melvyl Catalog: ucla.worldcat.org: Records for items in all ten UC libraries and the libraries of the California Academy of Sciences, California State Library, Center for Research Libraries, Graduate Theological Union, UC Hastings College of the Law; user self-services including requests for items held at other campuses

Articles, Journals, and Other Electronic Resources; library.ucla.edu/search: Links to electronic journals, articles, databases, and more

Document Delivery and Interlibrary Loan

Document Delivery; library.ucla.edu/use/borrow-renew-return/interlibrary-loan-document-delivery/document-delivery/ucla-users: Cost-recovery service that delivers articles, book chapters, and books to UCLA faculty, staff, and students; registration form, request instructions, and service locations available on the website. Fees charged only for requests for UCLA-owned materials; no charge for requests filled from outside of UCLA

Interlibrary Loan (ILL); library.ucla.edu/use/borrow-renew-return/interlibrary-loan-document-delivery/interlibrary-loan-ill: Service to borrow items the Library does not own from other libraries; see the website for instructions, request form, and caveats. Users should check the Melvyl Catalog first to see if another UC campus has an item and use the Request service before submitting an ILL request.

Access and Circulation

Information on library use, collections, overdue and replacement charges, and loan periods is available online at <library.ucla.edu/use/access-privileges/library-cards>.

Library Cards: UCLA students, faculty, and staff must have a valid BruinCard to check out library materials. Off-campus users can find information on purchasing library cards at <library.ucla.edu/service/fee-cards>. BruinCards or library cards may not be lent to another person.

Returning Materials: Most items can be returned to any campus library; interlibrary loan items and items with short-term loan periods such as reserves materials must be returned directly to the location from which they were borrowed. Users are responsible for all materials until they are returned.

Overdue Materials: All users are subject to fines for recalled and reserve items that are overdue and for replacement charges. To keep resources available to all users, users with overdue items may be blocked from library services. Billing for students is handled through BruinBill. Non-payment will result in a hold on registration, graduation, or the release of transcripts; or referral to a collections agency.

Self-Service Options: Self-service options in the UCLA Library Catalog include viewing one’s borrowing record, renewing items, recalling items in circulation, requesting items from the SRLF, and placing document delivery requests. Self-checkout machines are available in the Biomedical, Powell, and Research libraries.

Reserve Services: library.ucla.edu/use/borrow-renew-return/course-reserves: The UCLA Library Catalog provides information about materials placed on course reserve, including print and electronic items.

Reference and Instructional Services

Reference Services and Research Consultations: library.ucla.edu/support/research-help: Librarians answer reference and research questions in person, online, by phone, and by email and help with finding, selecting, and using appropriate resources. They also provide instruction in using library catalogs, electronic and print collections, and services. For in-depth research questions or assistance, UC students, faculty, and staff are encouraged to make an appointment with a reference librarian.
**Research Guides:** Librarians have created online research guides for many courses and subjects; access them at <guides.library.ucla.edu>.

**Instructional Services:** library.ucla.edu/support/support-instructors: Many libraries offer orientations and demonstrations of basic resources and search techniques. Librarians also give in-class or in-library sessions to courses and seminars on resources in specific subjects, strategies for conducting a literature search for a research paper, and searching online databases and the Internet for suitable electronic information.

**Print, Copy, Scan**

Self-service, BruinCard-operated printing and copying on machines including photocopiers, microform/reader printers, and scanners are available in the libraries. **All users are responsible for compliance with U.S. copyright law.** Further information, including current copying and printing rates, is available at <library.ucla.edu/use/access-privileges/print-copy-scan> or from the Reprographic Service Office at 310.825.9905.

**Other Services**

**Computer Facilities:** Most Library locations also offer computer equipment and services, including laptop loans, iPads for quick reference, productivity and instructional software, multimedia capability, electronic classrooms, computer-equipped group study rooms, and printing. Wireless Internet access is available in all libraries and across campus. Public workstations offering access to Library electronic resources are located in most libraries; members of the public who need to do extended research should consult with staff at the circulation desk. For more information, go to <library.ucla.edu/use/computers-computing-services>.

**Lockers:** Two types of lockers are available in the Research Library. Free day-use lockers are available on the first floor; keys can be checked out at the public services desk. Lockers on the second through fifth floors can be rented on a quarterly basis; check at the public services desk for rates and current availability.

**Users with Disabilities:** library.ucla.edu/use/access-privileges/disability-resources: UCLA Library policy is to provide access to collections, services, and programs for users with disabilities in accordance with section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990. The Library consults with the UCLA Center for Accessible Education in developing and offering services. The Library will make reasonable modifications in policies, practices, or procedures and utilize a campus network of resources in order to provide integrated and consistent access for all users, including individuals with disabilities.

**Purchase Recommendations:** Users can submit purchase recommendations online at <library.ucla.edu/about/collections/suggest-purchase>.

**Online Information: Quick Links**

- Library Homepage ........................................ library.ucla.edu
- Hours ........................................................................ library.ucla.edu/hours
- Reference and Research Help............................... library.ucla.edu/support/research-help
- UCLA Library Catalog ......................................... catalog.library.ucla.edu
- Digital Collections ................................................. digital2.library.ucla.edu
- Subject Librarians ................................................ library.ucla.edu/support/research-help/contact-subject-librarian
- Course Reserves .................................................... library.ucla.edu/use/borrow-renew-return/course-reserves