Equipment loans

Description

Students

The UCLA Library and CLICC provide technology support and equipment loans to UCLA students in support of learning and research activities.

By creating an account on the CLICC Reservations Portal, currently enrolled students can request to reserve equipment to support them while pursuing UCLA academic activities.

Equipment available, while supplies last, include:

- Laptops (HP, Macbook)
- Chromebooks

In distributing equipment, specific course needs such as specialized applications and hardware required for assignments, will be considered. Due to limited supplies, students may not receive their first-choice model or operating system.

Policies

- Equipment borrowing privileges may be revoked or suspended based on violations of policies at the discretion of Library Administration.
- CLICC fines and replacement costs will apply to all equipment loaned.

Returns & Fees

Arrangements will be made for the safe return of equipment and due dates will be adjusted to ensure safe returns. CLICC will communicate with the borrower and schedule drop-off returns. Shipping may be available for those who cannot drop-off the equipment. If a CLICC laptop or other equipment is not returned, fees may be charged:

- **After 24 hours** from overdue, an Item Replacement Fee and a $43 flat processing fee will be charged.
- **For short-term loans** $0.20 per minute after a laptop or any equipment is late - late fees will not be assessed for long-term loans.

PLEASE NOTE: During remote instruction, only processing and replacement fees will continue to be implemented.

Users are also responsible for any items that have been tampered with in any way or are missing.

Laptop and equipment fees are billed to your BAR account and show up a few days after the item is considered overdue.

Submit a Request
This service is available to UCLA students, staff, and faculty.

If this service is not available to you, and you have questions, please send an email to techhelp@library.ucla.edu for more information.

Please visit the UCLA Library IT Services portal to raise a request.
- Windows Server Update Services Server (WSUS)
- Wireframing
- Zoom