Interlibrary Loan

The Massasoit Community College Library is committed to fulfilling requests from Massasoit staff, faculty and students for materials otherwise not available. The Library is equally committed to the cooperative exchange of library materials among institutions.

Massasoit Community College Library, located on two campuses, lends the items listed in the online catalog.

Massasoit Requests
Massasoit faculty, staff, and students who have registered in the library and received a library barcode (29894 . . . etc.) may place HOLDS and Virtual Catalog requests for materials which will be delivered at either the Brockton or Canton campus circulation desk. For assistance placing requests, ask a librarian.

For materials (books, periodical articles, sound and video recordings, etc.,) not available for HOLDS or other online requests, fill out the Interlibrary Loan Request Form which can be accessed through the Massasoit Portal.

Requests are processed daily. Delivery can take 2 days to 2 weeks. After notification, the borrower may pickup their material(s) at the circulation desk. The length of the loan is specified by the loaning library. Renewals are usually available. The borrower is responsible for the full cost billed by the loaning library for damaged or lost materials.

Interlibrary Loan Requests are not processed during the Christmas through New Year’s holiday weeks.

Institutional Requests
Massasoit Community College Library is a member of OCLC. Our OCLC symbol is MSO. OCLC WorldShare is the preferred system for submitting requests. The Library also accepts ALA forms (One Massasoit Blvd., Brockton, MA 02302), email, and phone (508-588-9100, x1943) requests.

The materials listed in the Massasoit catalog are available to borrow. Books are loaned for 5 weeks; videos for 4 weeks with a request to return them as soon as possible.

Massasoit uses the Massachusetts Regional Delivery System and 4th class Library Rate mail for interlibrary loans with the exception of copy requests and deliveries to Alaska and Hawaii. UPS delivery is unavailable and FedEx delivery requires a pre-paid voucher from the borrower.

The Library does not as a matter of policy charge borrowers. The Library does participate in IFM and accepts no other form of payment.

Interlibrary Loan Requests are not processed during the Christmas through New Year’s holiday weeks. The Canton Campus Library collection may not be available for ILL request fulfillment during the Christmas through Martin Luther King holidays and July-August.