How Can I Request Books from Oxnard College and Ventura College Libraries?

The library service, "Universal Borrowing," allows Ventura County Community College District students, faculty, and staff to borrow books directly from any of the campus libraries and have them delivered to their own campus library through the Online Library Catalog. Check the Universal Borrowing FAQs for additional information.

- Go to the Moorpark College Library home page at: http://moorparkcollege.edu/library

- Click the Library Resources button.

- Click the “Online Library Catalog” button.
Click the “Change” link under “Basic Search.”

Uncheck your campus library. Select the Library Catalog(s) you want to search (Oxnard, Ventura or both). Click “Select.”
Search for the item you wish to find and click the “Search” button.

**Basic Search**

Database: Oxnard, Ventura  

<table>
<thead>
<tr>
<th>Basic</th>
<th>Advanced</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Search:</strong></td>
<td></td>
</tr>
<tr>
<td>march geraldine brooks</td>
<td>within All Fields</td>
</tr>
<tr>
<td><strong>Records per page:</strong></td>
<td>20 records per page</td>
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Two results were displayed for my search. One copy is available at the Ventura College Library and another copy is available at the Oxnard College Library.
Select the book you want to borrow by clicking the title of the item.

- Click on the “Make a Request” link.

Enter your student ID number (900 number) and your last name. Click on the "Log in" button.
On the next screen and under “Patron Requests,” click the “Borrow from other VCCCD Libraries” link. Click “OK.”

Make sure the information on the Request form is correct. Click the “Submit” button. You may also cancel your request from this screen.
The following message “Your request was submitted” will appear at the top of the screen if the request was successfully completed.

**When will I know when the item has arrived?**
You will be contacted through you're “My.VCCCD” college account when the item(s) is available.

**Can Universal Borrowing books be renewed?**
Currently enrolled students, faculty, and staff can renew materials one time, unless a hold is placed on the item.

**How can I find out about my requests, overdue books, or fines?**
Your account will show the titles you currently have checked out. It will show the status of books you requested from another library.

**VERY IMPORTANT: BE SURE TO LOGOUT OF YOUR ACCOUNT OPTION. CLICK ON “LOGOUT” IN UPPER RIGHT HAND CORNER OF SCREEN.**