Carrels are not intended for storage, and the library cannot guarantee the security of materials left in carrels. Students may reserve a Cartwright locker in Room 128.

You may only affix items to your carrel using Post-it Notes or Blu-Tack. Absolutely no stickers or tape of any kind may be attached to the carrels as these adhesives can be difficult to remove and damage the carrel’s finish.

Any library material left in an assigned carrel needs to be checked out and is the responsibility of the borrower.

Carrels will be assigned each fall. Carrel reservations extend through a student's Drake Law School enrollment. For May graduates, carrel reservations end the following Aug. 1; for December and August graduates, carrel reservations end the following March 1. If the carrel holder is no longer a Drake law student, the carrel may be given to another student. Students who find they no longer want a carrel are encouraged to relinquish their reservation at the Information Desk, so we may assign the carrel to another student.

Carrels should be kept reasonably neat throughout the semester. It is the student’s responsibility to completely clean out his or her carrel by the last day of the reservation period. Library staff will dispose of items left in carrels after that day.

The University follows the residence hall guidelines for student equipment on campus, including carrels. This means that the list of "Items to leave at home" published in the residence hall handbook may also not be kept in carrels.