How to Renew Items through the Library Catalog

1. Go directly to Chester at http://gu.wash-id.net/vwebv/search?sk=gulaw or find Chester on the library’s main webpage: http://www.law.gonzaga.edu/library

2. Choose the My Account tab

3. Follow the log-in procedure

Your Gonzaga ID number is the 8 digit number on your GU identification card. Attorneys & Alumni have 14 digits on their library cards.

4. Scroll down to your list of “Charged Items”

5. Select the items you wish to renew or choose “Select All”

6. Click the “Request Renewal Box”. Double check to see that your items say renewed under “Status”. Note the new “Due Date”.
### Reasons you may not be able to renew:

- Patron blocks (fines, overdue books, etc.)
- Another patron has requested the item
- Item renewal exceeds allowable renewals
- Item is non-renewable such as ILL or a special checkout

If this occurs, please stop by the circulation desk. You may also e-mail Cecelia McMullen at cmcmullen@lawschool.gonzaga.edu or phone 509-313-3728.