



3D Print Policy

effective August 1, 2019

The SCC Library strives to enhance the learning environment by offering 3D printing to the college community. This policy states the procedures and terms under which the 3D printer may be used.

3D printing is available on a first-come, first-serve basis to SCC students, faculty, and staff with valid ID, and to community members holding an SCC Library community user card.

Only SCC Library and IT staff have hands-on access to the 3D printer.

Library patrons can submit an **.stl** file electronically via the [3D Print Request Form](#) (requires a Google account). One file may be submitted per form.

Each patron is allowed three 3D prints per month. If a patron submits multiple files in a zip folder via one request form, each file in the zip folder will count as one 3D print.

Objects will be printed during library hours and may not exceed 3 hours print time. Objects exceeding 3 hours print time will be resized to fit within the allotted time.

The object must fit within the print area (6 in. L x 6 in. W x 6.2 in. H).

Each object will be printed in a single color. The 3D Print Request Form will indicate the color that is being used to print at the current time.

The 3D printer must be used for lawful purposes only:

- Objects must not be obscene or otherwise inappropriate for the college.
- Objects must not be illegal or have the intent to harm (e.g., weapons or weapon parts, including objects that resemble those items).
- Objects must not be in violation of another's intellectual property rights. Material that is subject to copyright, patent or trademark protection may not be printed.
- Objects may not be printed for commercial purposes.
- The SCC Library reserves the right to refuse any print request.

Please allow at least 5 business days for objects to be printed. Library patrons will be notified by email once the object has been printed.

Any finishing steps (e.g., removing rafts/supports, sanding, etc.) will be the responsibility of the library patron.

Objects must be picked up within 14 days of notification. Valid ID is required. Objects not picked up within 14 days of notification become the property of the SCC Library.