

Introducing the Library **PASS**

A partnership between Portage Public Schools
and the Portage District Library



The Library PASS (Portage Access for Student Success) card was created to support student education by giving every Portage Public School student easy access to the Portage District Library's physical and digital resources.

All students enrolled at the Portage Public Schools can use their Student ID number as a library card number to check out materials, use inter-library loan, and access the PDL Digital Library anytime, anywhere.

Many students in Portage still face barriers when it comes to attaining that all-important community passport: a library card. At a time when they have access to an overwhelming amount of content on the Internet, being connected to real people, reliable information, and safe experiences at their local library is critical.

How does The Library PASS Work?

Upon enrollment in Portage Public Schools, students are automatically registered for a Library PASS card, allowing them to access physical and digital materials for schoolwork, recreation, and personal growth. The Library PASS card enables student use of PDL resources such as public computers, Rosetta Stone language learning software, ScholasticGO educational support, OverDrive and Hoopla e-book and streaming services, and much more. Students may also borrow materials from libraries across Michigan through the MeL (Michigan Electronic Library) system.

At the Portage District Library, we strive to optimize access to resources, be a safe and inclusive destination for all, and be a leader in strengthening our community. At a time when our young people need reliable access and safety more than ever, we are so pleased to be able to offer them our full support.

Library PASS FAQ's

What is the Library PASS?

The Library PASS is a joint project between the Portage District Library and the Portage Public Schools to allow students to use their Student ID number as a public library card, eliminating barriers to access and promoting student success by complementing school curricula and resources with public library physical and digital resources.

How do PPS students access PDL resources?

Each Portage Public School student is given a Student ID number when enrolled in Portage Public Schools. That Student ID number is now their Portage District Library Card number as well. To borrow physical materials at the library, students can show their Student ID card to check-out staff or type the number into the Self Checkout Machines. To access digital materials, visit the PDL Digital Library at portagelibrary.info/digital-library/ and use your Student ID number when asked for a library card number.

What is the PIN for Library PASS cards?

The PIN number is the last four digits of the phone number on the student's account at PPS.

How do students enroll in this library card program?

All Portage Public School students are automatically enrolled in the Library PASS when they enroll in the schools. Parents/guardians who do not wish to participate may opt out by contacting the Portage Public Schools.

How do I find a Student ID number?

Each student is assigned a Student ID number upon enrollment to the Portage Public Schools. You can find your child's Student ID number by calling their school or by accessing the Skyward Portal Online at skyward.portageps.org. Skyward Portal technical support may be reached via help@portageps.org.

Will students get a physical library card?

The project is designed to facilitate easy access to materials, so students only need to know their Student ID number and PIN (last four digits of phone number) to check out physical and digital materials and to access research databases. However, students who would like a physical library card and/or a bar code can get one at the Youth Services Desk. Please call (269) 585-8740 or email yref1@portagelibrary.info to arrange this.

What is the difference between a PASS card and a resident Portage District Library card?

There is no difference between these cards in terms of which items students can check out and which Digital Library resources they can access, or in terms of any fines and fees that may accrue. The only differences are in the ease of automatic enrollment and the ability to use the already established Student ID number as a library card number. Please visit <http://portagelibrary.info/library-card/borrowing/> to learn about Lending and Account Limits, Loan Periods, and more.

What if my student already has a Portage District Library card?

Because Portage Public School students are automatically enrolled for a Library PASS, your student will receive one even if they already have a Portage District Library card. Families may choose to use one or the other. The Library PASS is designed to remove barriers to library card use, so students who use the Library PASS card will have their library account information automatically updated when it's time for card renewal or when changes are made at the school and will have a "fresh start" when using the Library PASS card if any fines or fees have accrued on their regular card.

Can my student check out e-books and digital movies and music with their Library PASS card?

Yes! With the Library PASS, students have the same access to digital services such as Hoopla, OverDrive/Libby, and Freegal as other resident cardholders.

