PaperCut: Printing Responsibly at Lehigh

PaperCut is Lehigh’s printing management system. Each August, all Lehigh users - faculty, staff, and students - are given a public site print allowance of 75 points for the year, or 1500 pages.

From reviewing student use of printers, LTS selected this quota because it meets the printing needs of the vast majority of Lehigh students. The printing allowance also helps to make a dramatic difference in reducing paper waste while at the same time contributing to Lehigh’s efforts to foster a sustainable campus.

Checking Your Printing Account

You can check your printing account anytime by viewing the PaperCut gadget on the desktop screen of any public site computer OR by logging into your PaperCut account. Find out how to check your account in PaperCut. Remember, your printing allowance is applied at public site printers only. You can also add points to your PaperCut balance.

Getting Assistance with Printing

If you need to add additional funds to your account, you can do by speaking to staff member at the Circulation Desk at either library. More information can be found here. Please speak to a staff member at the Help Desk immediately if you experience any problems with printing at a public site. Find answers to other commonly asked questions about printing at Lehigh.