Joyner Library
Study Carrel Agreement

Date: _______________  Study Carrel Number __________

Name: ___________________________ ___________________________
      (last)                                (first)                                  (middle)

Mailing Address:_______________________________________________________

Telephone: ______________  Email:______________________________

Length of Assignment ________________  Banner #________________

CONDITIONS OF STUDY CARREL ASSIGNMENT AND USE

1. Study carrels are available in Joyner Library to facilitate research projects requiring extended use of library materials.

2. Assignments are made on a first come, first serve basis and may be renewable if the demands of research justify an extended assignment.

3. You may use any Joyner Library materials in the study. Journals, Reference books and other non-circulating materials must be returned to re-shelving area each day so that other users may read them. There are re-shelving trucks and shelves on each floor.

4. The library retains the right to enter study carrels and to remove journals, reference books, or non-circulating materials not charged out to you without notification. Faculty and students who conceal noncirculating materials in the carrel will lose the privilege of study carrel use.

5. Faculty members and students may bring their personal computer to use in the study carrel. However, the library is not responsible for the loss of or damage to any personal belongings left in the study carrel.

6. Each study carrel will be mutually inspected at the time of the assignment, and at the time the assignment ends. Faculty members and students may not attach anything to the surfaces of the carrel. The cost of repair or replacement will be charged to the individual student or faculty member.

If the carrel key is not returned when the assignment has ended, a $25.00 key replacement charge will be assessed to your library account, and your Interlibrary Loan privileges will be suspended.

I have read, understand and accept the conditions of faculty and study carrel assignment and use in Joyner library.

Signature_______________________________________________