



## Application for Research Assistant Library Privileges

**Name of Research Assistant:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Research Assistant Card Number (only if renewing):** 0 2 0 \_\_\_\_\_

**Research Assistant sign below:**

I agree that Research Assistant privileges are to be used only for work assigned by the Faculty Member listed above. I understand that Research Assistant library cards are not transferable and that their use is subject to library rules and regulations.

**I agree to the above:** \_\_\_\_\_

Research Assistant Signature

**Name of Faculty Member:** \_\_\_\_\_

**Faculty I.D. Number:** \_\_\_\_\_

**Extend Privileges Until:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (date not to exceed 12 months)

Full Privileges

Stacks Access Only

E-resources Only

**Faculty member sign below:**

As a teaching faculty member of Harvard University, I hereby request that the Harvard Library grant Research Assistant privileges to the person named below. I have instructed the person named below that these privileges extend only to work assigned by me and are not for personal use. I assume responsibility for all liabilities incurred by the misuse of these privileges including charges for materials lost or not returned when requested by the library. I also understand that all library correspondence related to materials checked out to this Research Assistant card will be sent directly to me.

**I agree to the above:** \_\_\_\_\_

Faculty Member Signature

To apply for Research Assistant privileges, please submit in person this completed application, \$5.00 (processing fee) and a valid government-issued photo identification to the Library Privileges Office, Widener Library Room 130, Harvard University, Cambridge, MA 02138. Hours of operation are: Monday, Wednesday & Friday: 9AM-5PM, Tuesday and Thursday: 9AM-8PM, and Saturday: Noon-5PM.