

REQUEST FOR ALUMNI BORROWING PRIVILEGES

Return to: Circulation Mgr., Northern Illinois University, College of Law Library, DeKalb, Illinois 60115

_____ (today's date)

I am an alumnus of either Lewis University College of Law or Northern Illinois University. I request that I be given the privilege of borrowing materials from the NIU College of Law Library.

My name is _____.

I received a _____ degree from _____ in _____ (month/year).

primary phone # _____ / alternate phone # _____

I currently reside at _____ (street) _____ (city) _____ (state/zip code).

I am currently employed by _____

located at _____ (street) _____ (city) _____ (state/zip code).

email address _____

social security number (needed for billing) _____

I agree to be financially responsible for all materials that have been charged to me. I understand that the fines for materials not returned by the due dates will be assessed at the rates posted at the law library's website, <http://law.niu.edu/law/library/policies.shtml#fines>.

I further agree to notify the law library of any change in the accuracy of the information that I have provided.

I understand that the law library circulation policies in effect at the time I request to borrow materials will determine which materials may circulate and the loan periods.

I understand that borrowing privileges may be revoked if I fail to return materials or pay any fines assessed in a timely manner.

Sincerely,

(signature of applicant)

updated May 2010