**Application for Library Access**

**Torreyson Library, University of Central Arkansas**

In order to facilitate knowledge of research evidence and to promote best practice, Torreyson Library offers access to the library’s databases and other materials to individuals who supervise UCA students (to include clinical experience, fieldwork, student teaching, etc.) or work in tandem with UCA department faculty during the terms in which they supervise/support UCA students. To request access, please complete the form below and sign to indicate agreement with the terms of use.

UCA departments will identify specific coordinators who will work with the library to identify eligible individuals and request access. Coordinators will contact UCA’s Division of Information Technology (IT) to obtain user name and password information. They will also contact the Torreyson Library Director (50l-450-5202) and IT in the event that an individual terminates a position before the end of the internship, so that access may be terminated.

**PLEASE PRINT CLEARLY**

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| --- | --- |
| Name (Last, First, M.I.) |  |
| Facility/Institution |  |
| Work Address |  |
| City, State, Zip |  |
| E-mail |  |
| Phone |  |
| Fax |  |

I understand that access to and use of the Torreyson Library databases are available to support my role as an internship supervisor/support personnel for University of Central Arkansas students. I agree that I will only utilize library database access in that role. I will not repost any information accessed to any public forum, nor share copies with other individuals.

I understand these privileges will expire on June 30 of each year, at which time I may submit a new agreement. In the event that I terminate my position, I will no longer access the databases of Torreyson Library. I understand that it will be my responsibility to notify the department coordinator

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| --- | --- |
| Applicant Signature | Date |
| UCA Department Coordinator Signature | Date |
| Torreyson Library Representative Signature | Date |

Individuals who wish to check out books from Torreyson Library may obtain a community user card. To do so, please bring a valid AR driver’s license or state ID to the library’s circulation desk and complete an application form.