

OSU Valley Library

## Long Term Research Room Application Form

Five long term research study rooms in the Valley Library have become available. To apply for one of these rooms, please submit an application by July 18, 2008 to Valley Library Circulation or to Cheryl Middleton (Undergraduate Learning and Library information Access, 121 The Valley Library, Oregon State University). Representatives from the Faculty Senate Library Committee and Valley Library will review the applications and assign rooms by August 22, 2008.

**Note:** Library staff will periodically audit usage of the rooms. Any research room holder who does not use the room at least eight times per month will be asked to return the room key.

Date: \_\_\_\_\_

Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Phone: \_\_\_\_\_

Department: \_\_\_\_\_

Faculty  Doctoral  Other (please explain)

Length of time for which you require a research study room:  6 mo  9 mo  12 mo

Rank your preference (if any) by floor:  1st floor  5th floor  6th floor

Willing to share room:  yes  no

### For Doctoral Candidates

Graduate candidates will ordinarily be granted a study room for 90 days but may apply for longer use; priority will be given to faculty and to doctoral candidates during the year in which they defend their dissertation.

Please attach a 300-400 word statement in which you describe your project and explain your reasons for requesting an extended loan of the space. Your dissertation director should sign this statement.

Check here if you are defending during the term for which you request a room, and attach a letter from your department verifying your status.

### For Faculty

Please attach a 300-400 word statement in which you describe your project and explain your reasons for requesting an extended loan of the space. Your chair or department head should sign this statement.