

Academic Year: _____

Summer Access: _____



Fant Memorial Library -- 24 Hour Study Space Agreement

Staff
Initials

Student Name _____ **MUW ID:** _____
(last) (first) (middle)

Access

- Access to the 24-hour study space is restricted to currently enrolled students of MUW who submit a User Agreement Form and have been approved.
- You will need to have a Galaxy-enabled MUW student ID card. Your Galaxy-enabled MUW student ID Card will need to be activated by the Fant Library personnel BEFORE you will be able to access the 24 hour study space.
- If you do not have a Galaxy-enabled MUW student ID card, you will need to obtain one from the MUW Police Department, located in McDevitt Hall, during normal business hours (8am-5pm, Monday through Friday).
- To enter the 24 hour study space, you will be required to swipe your activated MUW student ID card through the reader at the back entrance door near the café.

I understand that by signing, I agree to the following:

- ☐ I am a currently enrolled student in at MUW, in the College indicated above;
- ☐ I have been provided a copy of the Fant Memorial Library established guidelines and policies for this space;
- ☐ I have **read and agree** to abide by the guidelines and policies established for use of this space.

Student Signature _____ **Date** _____

Applications are processed daily at the Fant Library Information Desk. Please allow one business day for processing. You must put in a new application each academic year. If you do not have a System Galaxy-compatible student ID, allow additional time to go to the MUW Police Department for a new student ID.

This Section for Staff Use Only

Copy of MUW Student ID Card Attached? _____ Yes _____ No

Enrollment Status Verified by: _____ Date: _____

Verified in Good Standing with Dean of Students: _____ Yes _____ No Date: _____

System Galaxy Access:

Effective Date: _____

Created by: _____ Date: _____

Academic Year: _____

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24-Hour Study Space at Fant Memorial Library

Access to and use of the 24-hour study space is a privilege extended to **currently enrolled** MUW students. After regular hours, this study space is accessible by registered users only. The spaces accessible include a 28 person computer lab and the café area seating. It does not include library collections or group study rooms.

Policies

- Only currently enrolled MUW students may access the 24 hour study space. **Allowing anyone else to access the space is considered a violation of this policy and will be grounds for termination of access privileges.**
- Occupants may be asked to show their MUW student ID card to security personnel patrolling the premises.
- The space is *monitored* by video surveillance.
- The space is available for use 24 hours per day; **except** during closures for holidays, semester breaks, and other situations as deemed necessary by MUW administration.
- **ALL** occupants will be asked to exit the library and/or café when it is closing. Only registered users may re-enter after regular hours.
- During hours when the café is open later than the library, all patrons will be asked to either exit the library or move into the café / 24-hour study space. Once the café closes, all patrons must exit the building. Only registered users may re-enter the building's 24-hour study space with their activated ID cards. This area is monitored by MUW Police Department and actively monitored video surveillance.
- This space is for study use only. No scheduled meetings, events, or other functions may be held. All student organization events must go through the Office of Student Life.
- Personal belongings should not be left unattended in the Library at any time; the Library is not responsible for patrons' personal belongings.
- Library materials checked out to your account should be treated as personal belongings. You may be assessed overdue and replacement fees if they go missing from this 24-hour study space. There is a self-checkout machine available for checkout after hours.
- Enjoy your food and beverages, but do so responsibly so the spaces are clean and pest-free. Dispose of trash and recyclables in appropriate containers and clean spills, crumbs and sticky surfaces immediately.
- Food delivery personnel are **not** permitted to enter the building. Food delivery is not permitted during café hours.
- Registered users are expected to respect other patrons, the library staff, and the library space, as well as maintain appropriate professional behavior throughout the time they are in the library.
- The use of Fant Memorial Library computers and/or network for personal gain or to conduct commerce is prohibited.
- Failure to follow these policies may result in temporary or permanent loss of access to the Fant Memorial Library 24-hour study space. The Fant Memorial Library will report any failure to abide by these policies to the Dean of Students for review.

Contact Campus Police at 662-241-7777 for security problems or 911 for emergencies.

I understand that by signing, I agree to the following:

☐

I am a currently enrolled student in at MUW

☐

I have **read and agree** to abide by the guidelines and policies established for use of this space (above)

Student Signature _____ Date _____

Staff Signature _____ Date _____