

**UNIVERSITY OF LOUISIANA AT LAFAYETTE**  
**EDITH GARLAND DUPRE LIBRARY**  
**INTERLIBRARY LOAN DEPARTMENT**

**Faculty Approval for Undergraduate Interlibrary Loan Privileges**

DATE:	SEMESTER:	NAME:
<b>STUDENT INFORMATION</b>		
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Phone No:	E-mail:	
<b>FACULTY INFORMATION</b>		
Name:		
Department:		
Phone No:	E-mail:	
<b>PLEASE NOTE</b>		
<p>Costs for overdue books are determined by the lending institution and may be \$1/day or more. Costs for damaged or lost books are determined by the lending Institution and may be \$100-\$200/item. Usually the cost is at least \$50.</p> <p>There is always a minimum fee of \$.10 per page for photocopies. Costs per photocopy average \$3 - \$12 but may run higher. The default MaxCost per photocopy request is \$12. If you would like to lower the MaxCost (example: \$.10/page) please indicate the adjusted figure here ≡ <b>MaxCost</b>:</p>		
<b>TERMS OF AUTHORIZATION</b>		
The above named student is authorized to use Interlibrary Loan <i>(required)</i>		
<input type="checkbox"/> for the following semester only:		
<input type="checkbox"/> to obtain the following material(s) only:		
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<b>FACULTY APPROVAL SIGNATURE</b>		
<b><i>FACULTY MEMBER – PLEASE READ</i></b>		
Please allow the above named student access to Interlibrary Loan services. I understand that with my signature I accept full responsibility for all materials obtained through Interlibrary Loan on behalf of the above named student. Responsibility includes, but is not limited to financial responsibility for all associated costs.		
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*To be accepted by the Interlibrary Loan Office this form must be signed and terms of authorization indicated.*