



GEORGETOWN UNIVERSITY LAW LIBRARY

Faculty Research Assistant Authorization Form

I hereby grant my research assistant permission to borrow library books under my name. These privileges will expire at the end of the current semester unless an earlier date is specified below. If the R.A. remains in my employ, a new authorization form will be submitted for the following semester.

I agree to assume responsibility for all library materials charged out by my R.A. when he/she is acting on my behalf. I understand that all materials checked out by this person are intended for my research projects only, not for the R.A.'s personal use. If another user needs the material checked out by my R.A., I understand that I will be responsible for returning the materials on time.

Beginning Date
of Authorization: _____

Termination Date
of Authorization: _____
(if earlier than the end of the semester)

Professor's Name: _____

Research
Assistant's Name: _____

I understand and accept the responsibilities of having this R.A. borrow materials in my name.

Professor's
Signature: _____

For photocopying Privileges: Please take the form to the Payroll Office in McDonough Room 583 to fill out an "Authorization for Photocopying for "RA's" and then take the form to GoCard Office in Sport and Fitness Center Room 2110 to have your GoCard programmed for photocopying in the library.

For Printing Privileges: Please see Cathy Strain in McDonough Room 477 to get a password.

After the privileges are granted, please drop the form at the Circulation Desk of **Edward Bennett Williams Law Library.**