

## FACULTY PROXY BORROWER REQUEST

Any faculty member who wishes to have a department student worker or graduate assistant check out library material in his or her name may arrange this service by filling out and signing the form below.

The proxy must present his or her identification card at the time of each transaction. The person requesting the proxy will be held responsible for all transactions that the proxy makes on the faculty member's behalf. Proxy privileges are valid for only one semester and must be renewed by phone (985-549-3968) or email (libcirc@selu.edu) at the beginning of each semester.

If there are any changes during the semester, please notify the Circulation Department at (985) 549-3968.

<b>Semester/Year</b>	
<b>Faculty Name</b>	
<b>Faculty W Number</b>	
<b>Email</b>	
<b>Phone</b>	
<b>Proxy's Name(s)</b>	
<b>Faculty Signature</b>	