



Textbook Lending Library Authorization

The Center for Religion, Spirituality, and Social Justice (CRSSJ) and students have partnered to create the Textbook Lending Library. The Textbook Lending Library aims to support students by offering miscellaneous supplies and semester-long textbook checkout.

To participate in the Textbook Lending Library program, complete this authorization form and submit it to the Office of Financial Aid for certification. Once certified, completed forms should be presented to the Textbook Lending Library to participate in the program.

Staff Supervisor: Deanna Shorb, Chaplain **Student Supervisors:** Tim Burnette & Ally Leicht

Location: 913 8th Avenue, Center for Religion, Spirituality, and Social Justice

Hours of Operation: 2017 Fall Semester, August 22nd - December 15th

Monday 1 to 3 PM

Tuesday 7 to 9 PM

Wednesday 4:30 to 6 PM

Thursday 7 to 9 PM

Friday 1 to 3 PM (From September 11th to December 1st, the Lending Library is closed on Fridays.)

Program Guidelines and Policies

- Select high-need students have the opportunity to participate in the Textbook Lending Library. Eligibility is determined by the Office of Financial Aid and a completed authorization form must be submitted to the Textbook Lending Library before books may be lent. Students are under no obligation to use the library's resources.
- The Textbook Lending Library cannot guarantee that every required textbook is available in its catalog. Book order requests may be made, however, the Textbook Lending Library has a limited budget.
- Textbooks lent through the library must be returned prior to the end of the semester. Reminder emails about returns will be sent in the weeks prior to finals. Books should be returned to the lending library staff and **not** placed in a donation bin.
- Textbooks must be returned on time. The Textbook Lending Library reserves the right to terminate library privileges for students who return books past the due date. Books not returned to the Textbook Lending Library may result in a fine for the book replacement cost.

Statement of Understanding and Authorization to Release Information

By signing below, I acknowledge my desire to participate in the Textbook Lending Library at Grinnell College and agree to abide by the program guidelines and policies. I understand that eligibility to participate in the lending library is determined in part by my financial need and authorize the Office of Financial Aid to release my eligibility status to the Textbook Lending Library in the Center for Religion, Spirituality, and Social Justice (CRSSJ).

Student Name: _____ Grinnell ID: _____

Cell Phone: _____ Email: _____ Campus Box: _____

Student Signature: _____ Date: _____

Financial Aid Certification – Office Use Only

The above named student is eligible to participate in the Textbook Lending Library.

Signature – Financial Aid Officer: _____ Date: _____