

**Name:** \_\_\_\_\_

**Degree Program:** \_\_\_\_\_

**Year of Study:** \_\_\_\_\_ **Barcode:** \_\_\_\_\_

**UNB Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Please briefly explain your need for a graduate study carrel:**

  
  
  

**Are you assigned space elsewhere on campus? Please provide details.**

  
  
  

UNB and UNBF Libraries are committed to protecting the personal information of all library users. The information held in library records will be accessible only to database administrators. This information is collected under the authority provided for in the *New Brunswick Right to Information and Protection of Privacy Act*. For more information on the protection of personal information at UNB, please consult the University Secretariat, University of New Brunswick, PO Box 4400, Fredericton, NB, E3B 5A3 [www.unb.ca/secretariat](http://www.unb.ca/secretariat) (506) 453-4613.

**I agree with the following statements and conditions:**

1. I am a full-time graduate student.
2. I will not consume food in my carrel.
3. I will not use my carrel to tutor, meet with students, or engage in other group activities.
4. I will be considerate of my fellow graduate students.
5. I agree to pay a \$50 fee each term, no later than the 10th of September, January, and May.
6. I agree to pay a \$30 key deposit *that will be refunded if the key is returned and the carrel is left in good condition.*
7. I acknowledge that UNB Libraries is not responsible for personal items left in my carrel.
8. If my student status changes, or if I do not comply with the above statements, I will be required to give up my carrel.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Submit completed **application form** to the HIL Commons Service Desk.*

<b>Staff Use ONLY</b>	<b>Paid:</b> <input type="checkbox"/> \$50 fee (Sep)	<b>Staff Initials:</b> _____
	<input type="checkbox"/> \$50 fee (Jan)	
	<input type="checkbox"/> \$50 fee (May)	
	<input type="checkbox"/> \$30 key deposit	
<b>Carrel #:</b> _____		
<b>Date Issued:</b> _____		

**End Date:** \_\_\_\_\_  \$30 key deposit *refunded* **Staff Initials:** \_\_\_\_\_

# Confirmation of Student Status

## To be completed by the graduate student:

Name:	_____		
Degree Program:	_____		
Year of Study:	_____	Barcode:	_____
UNB Email:	_____	Phone:	_____

## To be completed by the Supervisor or Departmental Director of Graduate Studies:

I hereby confirm that the above-named student is registered with the UNB School of Graduate Studies as a **full-time graduate student**.

Does this student have private office space elsewhere on campus? **YES** or **NO**

Does this student have shared office space elsewhere on campus? **YES** or **NO**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please note that UNB Libraries has reserved a limited number of graduate study carrels to be used by graduate students who are registered with the UNB Student Accessibility Centre. If you wish to be considered for one of these designated study carrels, please ask the UNB Student Accessibility Centre to complete the section below to confirm your registration. All conditions and fees regarding the use of the carrels apply.**

## (Optional Section) to be completed by the UNB Student Accessibility Centre:

I hereby confirm that the above-named student is registered with the UNB Student Accessibility Centre.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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