

OSU Valley Library

Long Term Research Room Application Form

Our three long term research rooms will come available during February 2018. Please submit your application to the library circulation desk (or by email to lori.hilterbrand@oregonstate.edu) by Sunday, February 4th. Applications will be reviewed by representatives of the OSU Libraries and room allocations will be made by Monday, February 12th.

Note: Library staff will periodically audit usage of the rooms. Any research room holder who does not use the room at least eight times per month will be asked to return the room key.

Date: _____

Name: _____ E-Mail: _____

Department: _____ Phone: _____

Faculty Doctoral Candidate Other (please explain)

Length of time for which you require a research study room: 6 mo 9 mo 12 mo

Rank your preference (if any) by floor: 1st floor 5th floor 6th floor

Willing to share room (with occupants using the space on different schedules): yes no
If yes, preferred Use Time: Mornings Afternoons Evenings

For Doctoral Candidates

Please attach a 300-400 word statement in which you describe your project and explain your reasons for requesting an extended loan of library space. **Your dissertation director should sign this statement.** Priority will be given to doctoral candidates during the year in which they defend their dissertation.

Check here if you are defending during this year, and attach a letter from your department verifying your status.

For Faculty

Please attach a 300-400 word statement in which you describe your project and explain your reasons for requesting an extended loan of library space. **Your chair or department head should sign this statement.**

For All Applicants

Please include in your statement an indication of how a space in the library specifically benefits your work and research.