

VCU Libraries

V i r g i n i a C o m m o n w e a l t h U n i v e r s i t y

Scholar's Registration Form Extended Computer Use

VCU Libraries provides 60-minute guest access stations to non-VCU individuals for access to research resources, including government documents (inquire at the Circulation Desk). Extended computer access will be considered on a case-by-case basis, based on the criteria below. A password may only be provided once each academic semester, *and expires 14 days from date of issue*. Obtaining a password may take up to two business days following approval of request.

Criteria:

- ◆ Requires current photo identification card from an institution of higher education (alternatively, a librarian from the individual's affiliated college or university may email a request for access, addressing the materials needed: **library@vcu.edu**)
- ◆ Current demand for computers by the VCU community (VCU Libraries reserves the right to deny requests as needed during peak semester periods)

Alternate access methods:

- Friends of the Library donors may gain longer term access to online resources (see reverse).
- Saturdays only, Richmond high school students and RALC member college students with current ID may request login to VCU machines for research purposes, as they are available.

Please print:

Name _____
(Last) (First) (Middle)
Street _____
City _____ State _____ Zip _____ Country _____
Telephone _(____) _____ Academic email address _____

I have read the *VCU Libraries Internet Access: Frequently Asked Questions* (reverse) and understand that I may use a workstation for research purposes only. Since the VCU Libraries workstations fall under the *Computer and Network Resources Use Policy* of the University, I agree to be bound by that policy. Failure to comply may result in suspension of privileges.

Signature _____ Date _____

Staff Signature _____ Date _____

Approved _____ Disapproved _____ Institutional ID _____ (college/university) _____

OR referral librarian name/email _____

Undergraduate _____ Graduate Student _____ Faculty _____

VCU Libraries Internet Access: Frequently Asked Questions

I'm not affiliated with VCU. What sort of access do I have?

College, university, high school and Friends of the Library visitors are welcome to make use of VCU Libraries research collections. These visitors may access the Libraries' catalog and digital resources at guest computer stations. College or university guests may also apply for a temporary VCU eID for use at other public computers. Visitors may not use guest computers or the temporary login to play games, surf the Web or engage in other recreational activities. Accommodation of guests is to provide access to the unique resources of a research library.

I'm a Friend of VCU Libraries. What sort of access do I have?

Friends of the Library donor privileges include an eID for use within VCU Libraries facilities. For additional information about Friends of the Library, contact Sarah Amick at (804) 828-4640 or Antonia FD Vassar at (804) 827-1165, or visit: <http://www.library.vcu.edu/development/fol/>.

I am a graduate of VCU. What sort of access do I have?

Alumni are invited to join the VCU Friends of the Library. Alumni who are not Friends of the Library have the same options for access as members of the general public.

Where can I find computers with Internet access available for the public?

Most public libraries in the area and the Library of Virginia have limited numbers of computers available for public use. Access may be restricted to library card holders. For additional information, visit:

Richmond Public Library - Public Computer Access

(<http://www.richmondpubliclibrary.org/content.asp?contentID=38>)

Library of Virginia - Internet Access Policy

(<http://www.lva.lib.va.us/whoweare/visit/policies/inetpol.htm>)

Why does VCU Libraries limit Internet access to the public?

VCU Libraries computing resources are primarily for the research needs of VCU students, faculty, administrators and staff. The Libraries may authorize other individuals or affiliated groups to have access to its computing resources.

Members of the general public must demonstrate a need for the unique resources of a research library. If such a need is affirmed by VCU Libraries, temporary access to resources may be granted, dependent upon current needs of the VCU community. At any time, guests may be asked to discontinue computer use if VCU students, faculty, administrators or staff require access.

Why do computers in the VCU Libraries require a login?

Virginia Commonwealth University ensures secure, authenticated access to computing and wireless resources for its students, faculty, administrators and staff through eID login. Guest computers, with their own authentication mechanism, are provided in VCU Libraries to accommodate others who have legitimate needs for research level resources.

For information about VCU Libraries privacy policy, please see:

<http://www.library.vcu.edu/privacy.html>

Are there any other public computers on campus that allow Internet access?

All other computing facilities on the VCU campus are intended for use by VCU students, faculty and staff, and require an eID username and password issued by VCU Technology Services.

Who can I talk to if I have comments, questions or concerns about this policy?

Please provide us with your feedback using the VCU Libraries' [Suggestions form](#).