

RCC STUDENT COLLEGE I.D./LIBRARY CARD INFORMATION

Name: _____
First Name Middle Initial Last Name

Address: _____

_____ City State Zip Code

Phone#: _____ Birth Date: _____

Email: _____

Student ID# (Datatel#): _____

Program of Study (check one):

- ☐ Early College ☐ Curriculum (Associates Degree) ☐ Continuing Education ☐ Public Patron
☐ Part-Time Staff ☐ Full-Time Staff ☐ Part-Time Faculty ☐ Full-Time Faculty

Library, Computer, and Internet Use Policy

The RCC Library provides computer and Internet access to students, instructors, staff, and visitors. The College's Internet and Computer Network Acceptable Use Policy applies to the Library, as well as to the College as a whole (refer to the RCC Student Handbook). Internet access at RCC is a privilege, and all users are expected to exercise responsible and ethical behavior when using computers. Users who violate rules may lose the privilege of using the Library's resources. Serious offenses may lead to disciplinary action by the College. Users also agree to abide by all of the rules contained in the RCC Library Handbook, located on the RCC Library website.

By checking the box below, you acknowledge the following:

- (1) Cell phone use is not allowed in the library.
- (2) Priority computer use is for enrolled RCC students; the library reserves the right to limit patrons' daily computer use time, and to insist public patrons vacate the Library's computers for student use.
- (3) Library staff reserves the right to ask unruly and disruptive users to leave the library.
- (4) Library staff reserves the right to monitor computer activities and respond to reports or sightings of inappropriate material being accessed on library computers. Repeated violations of the computer use policy will not be tolerated.
- (5) Nonaffiliated library users will be signed on once; logging on and off computers repeatedly will not be permitted. This includes repeated virus warnings as result of the materials viewed online.
- (6) Violations of the computer use agreement will result in a user's suspension of use of library resources for a pre-determined amount of time per the offense.
- (7) Printing for all users will be at a cost of ten (10) cents per black-and-white copy and twenty-five (25) cents per color copy. Note: Choosing double-sided printing will result in a double charge.
- (8) No food or liquids are allowed at any of the Library's computer terminals, and users should respect the facility's furnishings; this includes cleaning up after one's self. Patrons may be assessed for the replacement of damaged items.
- (9) The RCC Library is not responsible for personal items and/or information left in, on, or around, the Library or the Library's computers or printers. Note that the library staff is not responsible for items left unattended.

☐ By checking this box, you agree to abide by the terms of the Library, Computer, and Internet Use Policy.

FOR OFFICE USE ONLY

Library Barcode #:

Expiration Date: