**LIBRARY CARD REQUEST**

1. **NEW BORROWER** ☐  **CARD RENEWAL** ☐  **CHANGE OF INFORMATION** ☐

2. I.D. __ __ __ __ __ __ __ __ __ __ __ __ __ __

3. NAME ____________________________________________
   Last                                                               First                                                 Middle

4. MAJOR/DEPARTMENT ____________________________

5. CATEGORY (Circle the appropriate)
   Undergraduate     Graduate     Faculty     Staff     Other ___________

6. LOCAL ADDRESS ___________________________________________________________
   CITY/STATE/ZIP ___________________________________________________________

7. LOCAL PHONE NUMBER ( ) __________________________

8. FAX NUMBER ( ) _____________________________

9. USC EMAIL ADDRESS (required) _________________________________
   OTHER EMAIL ADDRESSES _____________________________________

   All library notices will be sent by email only.

10. PERMANENT ADDRESS _________________________________________________
    CITY/STATE/ZIP ___________________________________________________________

11. PERMANENT PHONE ( ) _____________________________

12. **FACULTY/STAFF ONLY**
   USC EXTENSION ________ STATUS (Circle the appropriate)
   MAIL CODE ____________ Full-time      Part-time
   BUILDING CODE ________ If temporary position, indicate termination date ____________
   OFFICE NUMBER ________

   I have received a library lending code and agree to abide by ALL regulations therein

13. SIGNATURE _________________________________ DATE __________

**LIBRARY USE ONLY**

☐ LIBRARY LENDING CODE RECEIVED

ENTERED BY _________________________________ DATE __________