

**AMERICAN UNIVERSITY OF BEIRUT
UNIVERSITY LIBRARES**

Using Carrel Room Application (For Graduate Student)

NAME: _____
(Last) (First) (Middle)

E-mail Address: _____ **Tel:** _____

Faculty: _____ **Major:** _____ **ID.No.** _____

Conditions

1. Letter from thesis advisor stating that the student is in actual preparation of the thesis

2. You Agree to the following:

- a. The use of cellular phone is prohibited inside the Carrels' room
- b. Smoking, food and drinks are not allowed inside the Carrels' room
- c. The library is not responsible for any book or personal belonging left
- d. You are solely responsible for lost books or damaged furniture
- e. All library books must be checked at the circulation desk before using them in the carrel
- f. The Circulation Librarian and staff have the right to check your carrel at any time
- g. An amount of 100,000 LBP is to be paid as a deposit, fully refundable after returning your **original receipt**.

NO REFUND WILL BE MADE IF THE ORIGINAL RECEIPT IS NOT AVAILABLE

(The AUB Library reserves the right to withdraw privileges without notice)

Signature _____ Date _____

LIBRARY USE ONLY

Approved By: _____ Date: _____ Carrel no. _____

Letter From Professor: _____ Payment Date: _____

Refund Date: _____ Refund Payment Voucher no. _____