

Undertaking for Loan of RA Titles for Teaching Purpose

Name : _____ Barcode No : _____
School/Division : _____ Module : _____

I agree with the following conditions for loan of RA titles :

1. RA titles are not to be viewed in the presence of any unauthorised persons.
2. Only students taking the above-mentioned module will be allowed to view the title(s).
3. I will not lend RA title(s) to my students or anyone else who has an interest in it.
4. I will borrow RA title(s) on behalf of students if I require them to use the title(s) for project presentation outside of library premises.
5. I will inform students studying this module to complete the "Extension of Loan Privileges for Student" Form (obtainable from the Circulation Counter or downloadable from Library Homepage), if I require them to view the title(s) by themselves in the Library.

Signature

Date

FOR LIBRARY USE

Date received : _____ Librarian : _____

LIEN YING CHOW LIBRARY
NGEE ANN POLYTECHNIC
Advancing People With Information

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Singapore 599489
Fax : 64668274
Phone : 64606289*