

**INFORMATION RESOURCE CENTER
DECLARATION OF RESPONSIBILITY**



Student/Parent Responsibility for Library Use

DECLARATION OF RESPONSIBILITY

For the student:

I agree to be a responsible library user knowing that I and/or my parents will have to pay for lost or damaged materials as stated in the following section.

For the parent(s)/guardian(s):

I, the parent/guardian of _____, agree to assume responsibility for overdue fines, lost items, or damages to library materials that my son/daughter might incur while a student at IMSA. Library materials include items belonging to IMSA, material borrowed from other libraries through interlibrary loan, and items borrowed directly by students from the Aurora Public Library, the Aurora University Library, Waubensee Community College Library, Northern Illinois University and other institutions. The amount of the fine assessed for the loss/destruction of IMSA materials will generally be the cost of replacement plus a \$5.00 handling fee. Each of the other lending libraries will charge fines based upon their individual policies.

Date

Signature (Student)

Date

Signature (Parent/Guardian)

If you have any questions feel free to contact the Circulation/Interlibrary Loan Supervisor, Angela Richardson, either electronically (angie@imsa.edu) or by phone at 630-907-5075.