**COMPUTER USE POLICY FOR ISSUING GUEST ACCOUNTS AT NJIT**

The Robert Van Houten and Barbara & Leonard Littman Libraries exist primarily to meet the needs of students, faculty and staff of the New Jersey Institute of Technology. Visitors may use the electronic resources for research and educational purposes, generally for limited periods of time. Guests must observe NJIT's Guidelines for responsible use of computing facilities that may be found at http://www.njit.edu/Policy/usepolicy.html. Guests must understand that the university reserves the right to limit, restrict or remove computing and/or library resources.

Visitors may request access to the Library's computing facilities by presenting a valid picture ID (drivers license, passport, company or university ID) at the reference desk

During times of high usage, the time allowed for guests may be limited. If a member of the NJIT community needs a computer, the guest will be asked to relinquish the computer immediately.

Visitors may not:
- Use software other than the Netscape or Internet Explorer Browser
- Play games
- Go into chat rooms
- Use Instant Messages
- E-Mail (except to send citations from a database search)
- Use Shopping or Auction Web Sites
- Surf the web for non-research purposes

Visitors who do not comply with these policies will be asked to relinquish the computer immediately and may be asked to leave the premises.

A guest is normally allowed **3 visits** per semester to use the computing facilities.
================================================================================
I agree to abide by the NJIT Computing Policy for Guests

Name (printed last name, first name)

_____

Signature_____

Address_____

City and Zip Code_____

**For Librarian use only**

Identification_____

Day and time of Visit_____

Workstation number_____        Affiliation:  NJIT_____        Non-NJIT_____

Temporary ID_____

Librarian Approval_____        Visit number_____