



# HPU LIBRARIES

## HPU Libraries Alumni Access Policy

With an HPU Alumni Card and picture ID, HPU Alumni may access the HPU Libraries' locations at Meader Library, Aloha Tower Learning Commons, and Atherton Library. To borrow circulating books from HPU Libraries, you will need to register for membership, using the form below. Please email [circulation@hpu.edu](mailto:circulation@hpu.edu) if you have any questions.

### HPU Libraries Alumni Access Membership Details:

- An HPU Alumni Card can be obtained by emailing [alumni@hpu.edu](mailto:alumni@hpu.edu). The alumni should email their full name, HPU ID#, and current mailing address in order to have a new card mailed to them.
- Alumni may borrow up to 10 books from the HPU libraries' circulating collections at a time, showing an HPU Alumni card and picture ID each time they borrow from the library.
- Loan periods vary, and overdue materials are subject to fines. Please see the **Circulating Materials Policy** for details.
- Alumni may access electronic library resources using HPU iMacs on campus.
- Alumni need to renew membership with the HPU Libraries every year to maintain borrowing privileges. This enables us to keep our records current. Membership is free of charge. Please submit the Membership Form below to renew your membership.
- All library patrons are expected to follow the **University Libraries Conduct Policy**.

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### HPU Libraries Alumni Access Membership Form

Please submit form to Meader Library, Access Services, 1060 Bishop St., 2<sup>nd</sup> fl., Honolulu, HI 96813. Alternatively, you may email the information below to [circulation@hpu.edu](mailto:circulation@hpu.edu) or present in person.

Name (Last, First): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Circle one: **First membership** / **Renewal of membership**

(Required) E-mail address: \_\_\_\_\_

(Required) HPU ID#: \_\_\_\_\_

*I have read the HPU Libraries Alumni Access Policy and agree to follow the procedures contained within.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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*To be filled out by HPU Libraries staff*

Picture identification verified by – staff name (printed)

Date

S. Nakamura  
2/7/19