Student Project Contract

Student’s name: ___________________________________________________

Student’s email: ___________________________________________________

Student’s phone: _________________________________________________

Class number: ____________ Title of class: _____________________________________________

Faculty name: _______________________________ Faculty email: _______________________

Project Title: __________________________________________________________________________

Date project was assigned:  ________________________________________

Date project is due: ________________________________________________

Three sentences describing your research project:

Final product will be a

- Paper
- Web page
- Video
- Published book
- CD-ROM
- Other __________________

- I understand that these materials are fragile and irreplaceable, and I agree to handle them carefully and keep them in order. 
- I agree to respect intellectual property rights, and the researchers who may use these materials after me.
- I understand and agree that I will pay for all photocopies at the rate of $0.25 per single page.
- I understand and agree that I will pay for all scans at the rate of $5 per scan ($10 for large scans), or at a rate separately negotiated by me, in writing, with SPC staff.
- I understand and agree that I will pay a 50 percent surcharge if I need my duplication work done fast.
- I understand and agree that I cannot publish this material without getting permission from the rights holders, and that I may have to pay a use fee.
- I understand that the Library values my research, and agree to give a copy of my work to Special Collections for reference purposes. I understand that my intellectual property rights will be respected.

Signed ________________________________

Date ________________________________

SPC staff initials ________________

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