

## BING WING STUDY CARREL APPLICATION

Applications may be returned in person to the Privileges Desk, faxed, or mailed using the following addresses:

Fax #: (650) 723-3992

Campus Mail: Access Services, Green Library, 6063, Attn: Bing Wing carrels

U.S. Mail: Access Services, Green Library, Stanford, CA 94305-6063, Attn: Bing Wing carrels

- Graduate students and Visiting Scholars are given priority for carrel assignments. They may request up to 4 quarters of continual assignment through the academic year. If the carrel is needed for only part of the year, please indicate that by checking off only those quarters that will be needed.
- Undergraduate students, if assigned, may use a carrel for one quarter at a time.

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Name (last, first): \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Department: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Local Phone: \_\_\_\_\_

Please check desired assignment period. Indicate academic year for all quarters that apply (e.g., Autumn 03/04):

Autumn \_\_\_\_\_

Winter \_\_\_\_\_

Spring \_\_\_\_\_

Summer \_\_\_\_\_

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

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*For staff use only*

DATE RECEIVED:

Carrel Assigned: \_\_\_\_\_ Date Assigned: \_\_\_\_\_

Assigned through (quarter/academic year): \_\_\_\_\_