



## **HARVARD UNIVERSITY AFFILIATION**

- HLS Alumni (verify using photo ID or by consulting Alumni Directory)
- HLS Affiliated Programs eg., P.I.L., Real Colegio, P.O.N., E.A.L.S. (Letter of introduction from the program or Program I.D. required)
- HU Affiliated Programs (Letter of introduction from the program required)
- HU Alumni (Photo ID required) [\$10 fee/day]
- HU Extension School Students (Registration receipt required)
- New Faculty, Staff, Fellows, Retirees (Letter of appointment or HUID required)
- Guests of HU or HLS Students/Staff/Faculty (Must be accompanied by HU affiliate OR have a letter of introduction from HU faculty or staff)
- Incoming Students (Letter of acceptance or HUID required)
- MIT, BC or other Student Cross-Registered at Law School (Verify name on list in Access Drawer)

## **NO HARVARD UNIVERSITY AFFILIATION**

### **Academic Affiliates**

- Law Students OUTSIDE BOSTON AREA (Law School ID required)
  - International*
  - Within U.S.*
- Law Students IN BOSTON AREA
  - \$5/day fee
  - Letter from reference librarian from patron's institution
- BAR/BRI students, (Bar Review Program ID required) [\$20 fee for 2 months]
- College or University Students (School ID required)
  - \$5/day fee
  - SHARES Institution\*
  - Letter from reference librarian
- College or University Faculty, Staff, Librarians, or Research Assistants (School ID OR letter of introduction required)
  - International*
  - Within U.S.*
- PhD Candidates or Graduate Students (Must provide an academic letter of introduction OR document a specific need to use the collection)
  - International*
  - Within U.S.*
- NELLCO, LLNE, AALL, AALS, ABLL Librarians (Employer ID OR membership card required)
- Andover/Newton or Weston School of Theology Students (School ID required)

### **Collection Users**

- Users of Government Docs: US or EU *Depository* items (Procedures document in Access Drawer)
- Users of materials unique to HLSL, except Special Coll. (Patron MUST provide citations OR letter from reference librarian stating that HLSL is only area library where cited materials are available)

### **Government Affiliates/Non-Profit Access**

- Government Employees, i.e., Federal, State, City, Court (Business card OR government ID).
- Employees of non-profit organization (Organization ID OR letter of introduction) [\$10 fee/per day]

### **Standard Access**

- Employees of for-profit law firms, corporations, or self-employed researchers [\$20 fee/day]
- No affiliation with any categories above [\$20 fee/per day]

### **Individuals – Extended Access Fee Schedule** (Corporations please contact Access, 496-5510)

	<b>DAY</b>	<b>WEEK</b>	<b>MONTH</b>	<b>6 MONTHS</b>	<b>YEAR</b>
Standard Access	\$20.00	\$70.00	\$175.00	\$500.00	\$700.00
HU Alumni, Non-profit employees	\$10.00	\$40.00	\$85.00	\$250.00	\$350.00
Boston area law students, Undergrads	\$5.00	\$20.00	\$50.00	\$100.00	\$150.00

\*Boston Area SHARES Institutions: B.U. Law, Brandeis, and the MFA School. Outside Boston: consult list in Access Drawer)