

**THE UNIVERSITY OF MELBOURNE
PSYCHOLOGICAL SCIENCES**

TEST LIBRARY

Application for Long-term Loan of Test Materials

Available to staff and postgraduate students for research purposes only.

Requests must be made in advance of the collection date and submitted at the office or emailed to:
enquires@psych.unimelb.edu.au

Name: _____ ID Number: _____

Contact Phone: _____ Course/Year: _____

I WISH TO BORROW THE FOLLOWING TESTS:	<i>Office Use</i> Kit No.

TO BE COLLECTED: ____/____/____

TO BE RETURNED: ____/____/____

I request a long-term loan of Test Materials solely for research purposes. I am aware that it is my responsibility to look after the test during the period of the loan. It is my responsibility to return the test(s) on time. I will incur fines if any test material is not returned on time and after prescribed period, I will be invoiced the replacement cost of the test. If the requested tests are returned damaged or incomplete I am aware that I am liable for replacement costs. All policies regarding the borrowing of tests can be found in the Test Library Policy and Procedures Manual via the Psychological Sciences web page.

Applicant's Signature: _____ **Date:** ____/____/____

Supervisor's Signature: _____ **Date:** ____/____/____

PLEASE NOTE: All students MUST have this application signed by their supervisor prior to any loans.

-OFFICE USE ONLY-

DUE DATE: ____/____/____	Date Returned: ____/____/____	Any Damage/Loss? YES / NO
--------------------------	-------------------------------	---------------------------

✂-----

DUE DATE: ____/____/____ Extension requests: Phone: 8344 6377 or Email: enquires@psych.unimelb.edu.au

Name: _____	ID Number: _____
-------------	------------------

TESTS BORROWED	Kit No.

PLEASE RETURN THIS SLIP WITH THE TEST MATERIALS.