



CONSENT FOR BCIT LIBRARY RETENTION OF STUDENT WORK

**BCIT Records Management
and Privacy Office**

Library

3700 Willingdon Avenue
Burnaby, BC V5G 3H2

T: 604.432.8508 • E libcirc@bcit.ca

This form is used to obtain consent for BCIT to retain a student's work in a BCIT repository under Policy 5101, Student Regulations; and Procedure 5101-PR1, Implementation of Student Regulations. The BCIT employee and student will complete the form and submit it to the Library with the student's work attached.

STUDENT AND WORK INFORMATION

Student Name	School
Title of Student Work	Date of Work
Submitted as requirement for (name of program and diploma or degree)	Format of Work <input type="radio"/> Paper <input type="radio"/> Electronic <input type="radio"/> Audio/Video <input type="radio"/> Other: _____

AUTHORIZATION

I authorize BCIT to use my student work to be made available for research and private study for the purposes shown on this form.

Student Signature	Date
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PURPOSE OF RETAINING WORK (to be completed by program area)

<input type="radio"/> Model/Sample
<input type="radio"/> BCIT Archives and Special Collections (for industry liaison, etc.)
<input type="radio"/> Other (explain)

After completing above, print form and submit to BCIT Library with document.

BCIT REPOSITORY (FOR LIBRARY USE ONLY. Specify all that apply.)

<input type="radio"/> Library Reserve (print) <input type="radio"/> Library Reserve (electronic) <input type="radio"/> Archives & Special Collections (print) <input type="radio"/> Archives & Special Collections (digital) <input type="radio"/> Other BCIT Repository	CRN
	Other (explain)