

Sample Form:
Scholes Library Release Form
Permission To Scan And Display Images Of MFA Thesis Work

Date

Dear MFA Graduate:

As you know, you have submitted a set of MFA thesis slides as a requirement for graduation. These slides will be added to Scholes Library's Visual Resources Collection. We are also now scanning all newly accessioned slides and linking the images to our extensive online slide catalog. We would like to have your permission to include your MFA thesis images in the Scholes Library database. We would also like permission to submit them to the State University of New York's digital repository, a new (in 2005) resource for displaying student and faculty scholarship. Both types of access are for educational and research purposes only. Since there is always strong interest in Alfred's MFA program, we feel this project benefits our graduates by providing wider exposure of their work.

If you are willing to allow us to scan your slides and post them online in a Scholes Library and/or State University of New York Web site, please sign the form below and return it to me at your earliest convenience. You may drop it off in the slide library, return it to my mail box in the art office, or send it by U.S. Mail to: Visual Resources Curator, New York State College of Ceramics at Alfred University, Scholes Library, 2 Pine St., Alfred, New York 14802-1297.

Thank you for your help with this project.

Most sincerely,

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Visual Resources Curator

PERMISSION TO SCAN AND DISPLAY IMAGES OF MFA THESIS WORK

I, (print first and last name) _____, authorize Scholes Library, New York State College of Ceramics at Alfred University, to scan my MFA thesis slides and post the digital images in the library's Web database. Scholes Library may also include these images in the State University of New York's online institutional repository. Both sites are for research and educational purposes only.

Student's Signature _____ Date: _____

By providing contact information below, we will be able to send you addresses of the Web site or sites where you may view your work and the work of other Alfred students:

Address:

E-mail: _____