



**ST. IGNATIUS LIBRARY
Saint Michael's Academy
Permission Slip**

Family Name _____
 Address _____
 City _____ State, Zip _____
 Home Phone _____
 Message Phone _____
 Email Address _____

We are pleased to announce that every school year, each student will be entitled to receive a FREE Library Card at St. Ignatius Library. Please list your student(s) who attend St. Michael's Academy. Indicate which of your students are permitted to check out library books to bring home. Each classroom will visit the library during regular school hours 2-4 times per month. Each book will have a 3-week checkout period with a one-week grace period. The fine for overdue library books will be \$0.10 cents per day. Lost or destroyed books are the cost of the book. Reference books will remain in the library or classroom. Xerox copies are available to students.
 Cost of copies: \$0.05 each; 1st 5 copies FREE

Student Name	Grade	Teacher	Permission	
			Yes	No
_____	_____	_____	Yes	No
_____	_____	_____	Yes	No
_____	_____	_____	Yes	No
_____	_____	_____	Yes	No
_____	_____	_____	Yes	No

I give my student(s) listed above permission to check out books from St. Ignatius Library at St. Michaels Academy. I understand and agree that I am liable for any overdue or lost book fines. I agree to pay my fines in a timely manner. Unpaid fines will be paid by the end of the school year, or my child's report card will be retained with the school registrar until all fines are paid in full.

X _____
 Signature from one Parent/Guardian

X _____
 Date