

For Office Use Only	DEMPO ID	ID checked	Hold for pickup
Date: _____			

**Duke University Medical Center Library
Authorization/ID Request for Ovid Database Access*
For Duke Faculty, Staff and Graduate Students**

Date: _____ Duke Unique ID _____

Full Name: _____
First Middle Initial Last

Duke status - check one:

- Faculty Clinical/Technical staff Fellow Housestaff/Resident Student
 Research Assoc Clerical/Adm staff Preceptor Nurse Library staff

Duke department/division/school: _____ Box# _____

Mailing address (if no Duke Box#): _____

Work phone: _____ Home phone: _____ Fax: _____

Pager: _____ E-mail address: _____

***This access applies only to the Ovid databases.** Other resources may be limited to computers with a Duke University network address. If you connect from a non-Duke computer, see "*Remote Access Options*" at http://www.oit.duke.edu/remote_access/.

Please bring your Duke ID badge or attach a photocopy if faxing or mailing. If you do not have a Duke ID badge, a picture ID is required. A letter from your program or department stating your Duke affiliation and term will also be required if you are not in the Library's patron database. Your User ID will be mailed to you along with instructions for accessing the Library's Ovid databases. Contact the Library Service Desk at (919) 660-1100 with questions or help with passwords.

I agree to adhere to all Duke University policies governing computer use. I will strictly maintain the confidentiality of my computer ID and password and will not share them with anyone including colleagues, friends or family members. I understand that failure to comply with these policies will result in the immediate termination of my account.

Signature Date

Bring in person to: Library Service Desk, DUMC Library; **Fax to:** 919-660-1107; or **Mail to:** Library Service Desk, Duke University Medical Center Library, Box 3702, Durham, NC 27710

**PLACE YOUR PHOTO ID HERE
AND COPY BEFORE
FAXING OR MAILING**