



Liverpool Hope University welcomes your Sixth Form Students

Things you need to know to enable your students to get the most out of their visits to the Library

Liverpool Hope University has had a long standing relationship with Sixth Form Schools and Colleges and allows your sixth form students to join our Library as Reference users.

Our experience has shown that students get the most out of this experience when a teacher or Head of Sixth Form arranges this with us for **groups of students**.

We can then ensure:

- Pre-arranged introduction to the library, including tour and demonstration of library catalogue
- Speedy processing of application forms and production of library reference ID cards

What can you do to help?

- Inform your students that they can use Liverpool Hope Library for reference purposes
 - Use of building and study spaces
 - Reference use of stock
 - Use of photocopiers
 - Unfortunately no loan facilities or use of IT
- Collect a list of names of interested students
- Get them to complete an application form and return it to you with a passport-sized photo
- Post the application forms (with photos attached) to the address below
- Contact us to arrange an appointment for the group of students to come for a guided introduction and receive their Reference ID cards
- Reinforce to the students
 - that membership includes acceptance of the University rules and regulations and agreement to abide by the quiet & silent zones in the library
 - that they must always carry their Reference ID card and may be asked to leave if this cannot be produced
 - that they are representing your School / College

Many thanks for you support