Hilldale MS Library Media Center Pass

Student(s) Name: _______________________________________________________________

Time Leaving Classroom: _________________            Date: ____________________________

Reason for coming to the library:

___________ Check In/Out Materials            ____________ Work on Project or Report

___________ Individual Reading Time            ____________ Research & Reference Work

___________ Other (Explain) _________________________________________________________

Time to Return: _____________              Teachers Signature

Time Left Library: ___________              Teachers Signature

Each student coming to the LMC must have a pass. The Teacher must sign the pass. Upon entering the LMC, the student will leave the pass with the librarian. When the student is ready to return to class the pass will be signed and time indicated.