

THE UNIVERSITY OF MELBOURNE
SCHOOL OF BEHAVIOURAL SCIENCE
PSYCHOLOGICAL TEST RESOURCE CENTRE

Application for Long Term Loan of Test Materials

Available to Staff and Graduate students for research (thesis) purposes only.

Requests must be made a **MINIMUM OF 48 HOURS** in advance of the collection date by:
(i) submitting the form in advance; (ii) by email enquires@psych.unimelb.edu.au (iii) by phone 8344 6377.

A sample copy of forms should be included with each test for **REFERENCE ONLY**.

Name: _____ ID Number: _____

Contact Phone: _____ Course/Year: _____

Mobile Phone : _____

I WISH TO BORROW THE FOLLOWING TESTS:	<i>Office Use</i> Kit No.

TO BE COLLECTED: ____/____/____ (Minimum of 48 hours notice required).

TO BE RETURNED: ____/____/____ (Date to be no later than the 1st of December ____)

I request a long term loan of Test Materials for the sole purpose of research. I am aware that it is my responsibility to look after the test during the period of the loan

It is my responsibility to return the requested test(s) on time. I will incur fines if any test material is not returned on time and after prescribed period, I will be invoiced the replacement cost of the test. If the requested tests are returned damaged or incomplete I am aware that I am liable for replacement costs. All policies regarding the borrowing of tests can be found in the Policy and Procedures Manual on the department web page.

Applicant's Signature: _____ Date: ____/____/____

Supervisor's Signature: _____ Date: ____/____/____

*All students **MUST** have this application endorsed by their Supervisor. No Test Materials will be supplied without this endorsement.

-OFFICE USE ONLY-

DUE DATE: ____/____/____	Date Returned: ____/____/____	Any Damage/Loss? YES / NO
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DUE DATE: ____/____/____ Extension requests: Phone: 8344 6377 or Email: enquires@psych.unimelb.edu.au

Name: _____	ID Number: _____
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TESTS BORROWED	Kit No.

PLEASE RETURN THIS SLIP WITH THE TEST MATERIALS.