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HALIFAX COMMUNITY COLLEGE LEARNING RESOURCE CENTER

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REMOTE ACCESS USER AGREEMENT

TO: All HCC Distance Learning Students  
FROM: HCC Learning Resource Center (LRC) Staff  
Subject: *REMOTE ACCESS USER AGREEMENT* which will enable you to access NC LIVE databases and HCC LRC Electronic Resources from your home computer

Remote access is here for NC LIVE and the HCC LRC Electronic Resources! If you have a computer with Internet connectivity, you can receive these resources from your home computer. In order to receive the user IDs and passwords needed for remote access, complete the form below and return it to the LRC via snail mail, e-mail, or fax.

Once the completed form is received, your enrollment will be verified and user IDs and passwords will be mailed to you or e-mailed to your HCC Gmail account. **In return, you agree to keep this information confidential. Use is intended for registered HCC students only.**

Students must verify they are registered each semester to receive new user IDs and/or passwords. Passwords may change or expire. It is your responsibility to contact the LRC to receive updated passwords by completing and submitting this form again.

This form is also online at <http://www.halifaxcc.edu/Library/remoteacc.htm>

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I agree to accept the terms of the Remote Access User Agreement.

Name (required; print or type) \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street City State Zip

Colleague ID (required; 7-digits) \_\_\_\_\_

HCC Gmail Address: \_\_\_\_\_ @halifaxcc.net

Status (select one)  Student  Faculty  Staff

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit this form to:

Mail this form to:	Fax this form to:	E-mail this form to:
Halifax Community College Learning Resource Center Attention: Remote Access P. O. Drawer 809 Weldon, NC 27890	(252)536-0474	<a href="mailto:lallen920@halifaxcc.edu">lallen920@halifaxcc.edu</a> OR <a href="mailto:mcgee@halifaxcc.edu">mcgee@halifaxcc.edu</a>