

**How to get an exemption to the Law Library's Access Policy
(available only to the UCLA community).**

The Law Library's limited access policy is in place to ensure that UCLA law students have adequate access to the Law Library, as well as to ensure that a quiet study environment is maintained. While the Library is not available on an unlimited basis as a general study hall, we do make every effort to provide access to library materials and services that are needed by UCLA users outside of the UCLA law school community. We work with faculty in other departments to develop lists of students who need the library to complete their coursework or dissertations and we exempt those students for the academic term from our limited access policy.

If you are a UCLA student, your work requires ongoing access to the Law Library's collection and you would like to have assured access, please have your faculty advisor (graduate students) or the faculty member in whose class you are enrolled (undergraduate students) send an email to libraryaccess@law.ucla.edu. The email should indicate that your work requires ongoing access to the Law Library and the academic term (semester or quarter) during which you will need access. We will then place your name on a list that is held at our guard station. When you come to the Law Library, present your BruinCard to the guard on duty and inform the guard that you are on our *Special Access List*. If you have any problems or questions, please speak to a Circulation Desk staff member.