



Henderson County Public Library Educator Card Policy

As a professional courtesy, any educator who teaches in Henderson County may request an Educator Card. This card will allow an extended borrowing period for items to be used for the benefit of student(s) or classes in Henderson County.

All preschool, K-12 public and private teachers, daycare instructors, religious instructors, and post-secondary faculty members who teach in Henderson County are eligible. Homeschool parents and guardians must show proof of Henderson County residency and proof that they are homeschooling.

Identification and verification of teaching status is required. Educators must show a school-issued ID card for the current school year and homeschool parents must show a copy of the letter to the superintendent stating their intent to homeschool for the current school year. Religious instructors must show a letter from their church or religious organization.

Privileges granted to Educator Card holders:

Material Type	Loan Period	Quantity
Book	30 Days	30
Book on CD	30 Days	7
Music CD	30 Days	7
DVD	7 Days	7

- All Educator Cards expire one year from the date of issuance and must be renewed annually.
- An Educator Card is for an educator's professional use only and may not be used for personal adult items.
- Educators who wish to apply for an Educator Card must have a personal HCPL library card and have no monetary obligations to the library. This provision may be waived as a courtesy for non-resident educators in Henderson County on a case-by-case basis.
- The Educator Card is to be used for classroom related material only. No current fiction, best sellers, or entertainment DVDs will be circulated on this card unless it can be demonstrated to the staff that the item is pertinent to a course of study.
- Failure to return items checked out on this card may result in the suspension of the Educator Card and may affect borrowing privileges on the individual's personal library card.

Adopted by the Henderson County Public Library Board of Trustees: August 14, 2014
Revised October 8, 2015