

# eCard Policy

## Purpose

eCards are created for schools in our county to supplement the online resources available for students and for adults that want access to only online resources.

- Students of schools in Morgan County can apply for an eCard.
- In compliance with the Children’s Privacy Protection Act, parent or legal guardian must fill out the eCard application form for anyone under the age of 16.
- Audience filters will be set to age appropriate materials for student eCards. If these settings are modified the Morgan County Library and the participating School District accepts NO responsibility for materials accessed.
- Adults that exclusively prefer electronic resources can apply for an eCard.
- The application will be done with the participating school for students; thru email or electronic applications for adults.
- eCards are used to check out eBooks and eAudiobooks, access online resources, and place holds on items in our physical collection.
- eCards cannot be used to check out physical items from our collection, request an interlibrary loan, or reserve a computer
- A standard library card can be issued by visiting the Morgan County Library. A government issued ID is required with the application. Applicants under the age of 16 must obtain a parent’s or legal guardian’s consent and must be at least 5 years in age, have completed kindergarten, and be able to write their name.

***Approved by Library Board of Trustees on March 9, 2017.***