We look forward to having your class here at Houghton Library.

For the day of the class, please keep in mind that:

- No food or drink is permitted in the Library.
- All bags, knapsacks, folders and other containers must be placed in lockers.
- Students and faculty should bring as little as possible to the Seminar Room itself. Pencils and paper for note-taking are provided.
- The lobby guard must inspect all items that seminar participants bring in and out of the Seminar Room.
- All classes will be introduced briefly by a staff member to the repository and provided with basic handling instructions.
- The material will be arranged on the Seminar Room table or in a display case. Students can circulate around the table to examine the material closely but books and manuscripts may not be passed from hand to hand.
- Equipment (such as scanners or light sources) that rests directly on collection material is not permitted.
- Reference photography of class materials may be permitted if arrangements are made in advance. Please see our Digital Camera Policy.

Thank you.

For the days following the class, please remember that you are welcome to return to Houghton and consult materials in the Reading Room.

- Houghton hours are listed here
- Please register as a reader by setting up a Special Collections Request Account
- A Student’s Guide to using Houghton Library can be found here