



Special Collections

Access & Use Policy

The Special Collections are located within the UNSW Canberra, Academy Library and are available for use by students and staff of the University of New South Wales (UNSW) and by external researchers from outside the University. It is the strategic intent of UNSW Canberra to make accessible these unique and significant collections.

Members of the public can register for a 'Reader' membership to the library, providing them access to the Special Collections at no charge.

The catalogue metadata and finding aids for Special Collections are accessible from multiple discovery gateways including but not limited to: the UNSW Canberra, Academy Library SearchGateway; Trove; Google; and the UNSW Canberra Special Collections webpage.

The Special Collections are housed in environmentally controlled closed stacks. Items from Special Collections are retrieved by staff and delivered to the John Howard Reading Room. This is a dedicated space used exclusively for viewing items from the Special Collections. Users must register (if not already a Library member) to use the Special Collections, and produce their Academy Library card each time a Special Collection item access is requested. Users must agree to the *'John Howard Reading Room Terms of Use'* prior to viewing items.

The *'Special Collections Access and Use Procedures'* outlines in more detail the process for users to access and use the collection and is available from the [UNSW Canberra Special Collections webpage](#).

Users are welcome to personally photograph items from Special Collections (once authorised) under the terms of the Copyright Act 1968. It is a user's responsibility to understand and comply with the terms. There is a copying service for items in Special Collections. There may be some occasions where items are too fragile for photography or copying. The Special Collections Curator will provide advice in these circumstances.

When reusing or citing collection items, users should acknowledge the source of items as being 'From the collection of the UNSW Canberra, Academy Library'.

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