

LIBRARY RESERVE SLIP

Please complete one "Reserve Slip" per article or per book submitted to library.

INSTRUCTOR'S NAME: _____

DEPARTMENT: _____

DATE SUBMITTED: _____

COURSE INFORMATION

SUBJECT: _____

COURSE #: _____

SECTION: _____

NAME OF COURSE: _____

CRN: _____

TITLE OF ARTICLE (ACTUAL) _____

BOOKS & ARTICLES:

LOAN IN - LIBRARY USE, ONLY:

2 HOURS

LOAN OUT OF THE LIBRARY:

4 HOURS

3 DAYS

MEDIA:

LOAN IN - LIBRARY USE, ONLY:

2 HOURS

(*MEDIA USE EQUIPMENT AVAILABLE IN LIBRARY*)

ELECTRONIC RESERVES:

ONLINE ONLY

PRINT & ONLINE

PRINT ONLY

WILL PAGES BE ADDED TO **THIS ITEM** DURING **THIS SEMESTER**?

YES

NO

IN SUBMITTING THIS ITEM, ARE YOU COMPLYING WITH COPYRIGHT LAWS?

YES

NO

(NOTE: ALL RESERVE ITEMS COPIES WILL BE STAMPED WITH COPYRIGHT WARNING!)

-- SEE LIBRARY WEB SITE FOR COPYRIGHT INFORMATION --

MATERIALS TO REMAIN ON RESERVE FOR: (CHECK **ALL** THAT APPLY)

FALL 20_____

SPRING 20_____

WINTER 20_____

SUMMER 20_____