



## Course Reserves Request

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This form can be opened in Adobe Acrobat Reader, completed, and printed.

**Date:** \_\_\_\_\_ **Instructor's name:** \_\_\_\_\_ **Department / Course Number:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**The items listed below are to be kept on reserve through:**

- Fall
- Winter
- Spring
- Summer
- Permanent (items on permanent reserve will be evaluated annually)

### Course Reserve List

Title, author, year, call number, or URL

<b>Loan Period:</b>	<b>Please select one of the following:</b>			
4-hour	24-hour	I'm donating this item	Please purchase	Library owns this item

Title, author, year, call number, or URL

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4-hour	24-hour	I'm donating this item	Please purchase	Library owns this item

Please print and submit this form in person at the Library Help Desk.  
Or, email it to the address above.