

COURSE RESERVE REQUEST FORM
THE UNIVERSITY OF THE ARTS LIBRARIES

Date rec'd: _____

Rec'd by: _____

INSTRUCTOR _____ **DATE** _____

PHONE _____ **E-MAIL** _____

COURSE NO. _____ **SEMESTER/YR.** _____

COURSE TITLE _____

Please fill in the following completely for each item requested for course reserve, including personal copies, photocopies, and electronic course reserve (ECR) requests. Incomplete citations will be returned to you and cause delay in processing your request.

For ECR items, please write ECR in the call number box below.

PLEASE SUBMIT A COPY OF YOUR SYLLABUS WITH THIS FORM.

DATE ASSIGNMENT BELOW IS DUE:

call number:	Loan period: _____ 2-hour in-library use only _____ overnight use
	Author/s: _____
	Title: _____
Article or Chapter No./Title: _____ Page nos. _____	
Bibliographic information: _____ (Book publisher and date, or Periodical volume, no., and date)	

DATE ASSIGNMENT BELOW IS DUE:

call number:	Loan period: _____ 2-hour in-library use only _____ overnight use
	Author/s _____
	Title _____
Article or Chapter No./Title: _____ Page Nos. _____	
Bibliographic information: _____ (Book publisher and date, or Periodical volume, no., and date)	

OVER >>>

Please submit forms to the Greenfield Library or Music Library.
<http://library.uarts.edu/>
 Course reserve request forms are on the Web at
<http://www.uarts.edu/stuserv/libraries/libservices/resvreq.pdf>

DATE ASSIGNMENT BELOW IS DUE:

call number:	Loan period: _____2-hour in-library use only _____overnight use
	Author/s: _____
	Title: _____
Article or Chapter No./Title: _____ Page Nos. _____	
Bibliographic information: _____ (Book publisher and date, or Periodical volume, no., and date)	

DATE ASSIGNMENT BELOW IS DUE:

call number:	Loan period: _____2-hour in-library use only _____overnight use
	Author/s: _____
	Title: _____
Article or Chapter No./Title: _____ Page Nos. _____	
Bibliographic information: _____ (Book publisher and date, or Periodical volume, no., and date)	

DATE ASSIGNMENT BELOW IS DUE:

call number:	Loan period: _____2-hour in-library use only _____overnight use
	Author/s: _____
	Title: _____
Article or Chapter No./Title: _____ Page Nos. _____	
Bibliographic information: _____ (Book publisher and date, or Periodical volume, no., and date)	

DATE ASSIGNMENT BELOW IS DUE:

call number:	Loan period: _____2-hour in-library use only _____overnight use
	Author/s: _____
	Title: _____
Article or Chapter No./Title: _____ Page Nos. _____	
Bibliographic information: _____ (Book publisher and date, or Periodical volume, no., and date)	