Library Course Reserves

* Please fill in all applicable information completely to assure timely processing of reserves *

Date: ___/___/______  
*Name: ____________________________  
Phone: ____________________________  
*Email: _______________@appstate.edu  
Department: _______________  
*Course ID & # ________________________  
Term: ____________  
Removal Date: ___/___/______

Comments:
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Check one:
___ I have submitted the following material (with copyright page if applicable), ready to process
___ I wish to have the library obtain the material to place on reserve
___ I have created the material, there is no copyright

Reserve format (circle):  
Book  
Movie  
Electronic

Ownership (circle):  
Personal copy  
ASU owned

Loan period (circle):  
2 hour  
24 hour  
3 day  
7 day

Title: ___________________________________________ Author: ____________________________

Article/Chapter Title ________________________________________________________________

Call # _______________ Edition: ____________ Publisher: ____________________________

Publication Date: ______ Volume: _______________ Issue: __________ Pages: ____________
Reserve format (circle): Book Movie Electronic
Ownership (circle): Personal copy ASU owned
Loan period (circle): 2 hour 24 hour 3 day 7 day

Title: ________________________________ Author: _________________________

Article/Chapter Title _______________________________________________________

Call # _________________ Edition: ____________ Publisher: ______________________

Publication Date: _______ Volume: ______________ Issue: ________ Pages: ________

Reserve format (circle): Book Movie Electronic
Ownership (circle): Personal copy ASU owned
Loan period (circle): 2 hour 24 hour 3 day 7 day

Title: ________________________________ Author: _________________________

Article/Chapter Title _______________________________________________________

Call # _________________ Edition: ____________ Publisher: ______________________

Publication Date: _______ Volume: ______________ Issue: ________ Pages: ________

Reserve format (circle): Book Movie Electronic
Ownership (circle): Personal copy ASU owned
Loan period (circle): 2 hour 24 hour 3 day 7 day

Title: ________________________________ Author: _________________________

Article/Chapter Title _______________________________________________________

Call # _________________ Edition: ____________ Publisher: ______________________

Publication Date: _______ Volume: ______________ Issue: ________ Pages: ________