

Reserve Materials - Schoenecker Law Library

Print/Electronic Reserves (circle one)

Date: _____ For: J-Term Spring Summer Fall semester (circle one)

Or

Date to be withdrawn: _____

Instructor name _____

Instructor's E-MAIL address _____

Telephone: _____ Mail : _____

Course Title: _____

Number of books: _____ Number of articles* (and copies of each): _____

*For articles: Fill out the Copyright Compliance Certification Form (if necessary) and attach .

Publication information and copyright symbol included on article? _____

How long do you want the material to circulate? (please circle one)

In library (2 hr), no overnight Overnight (24 hr) 3 days 7 days

Author and title, as students will request it LC Call # /Assigned Call #

(use other side if needed)

Our periodicals and reference materials may not be placed on reserve. We cannot go outside the St. Thomas library system for reserve items.

The Reserve Room is not responsible for the loss or theft of reserve materials owned by instructors. Instructors are responsible for picking up their personal books and articles at the end of the semester.

Form accepted by: _____