Camden-Carroll Library
Reserves Form for
LIBRARY MATERIALS and Instructor’s PERSONAL MATERIALS
_______ Semester _______ (Year)

Instructor’s Name: ____________________________________________________________

Course Name: ________________________________________________________________

Course Number: ____________________________

Department: ____________________________ Campus Phone: _______________________

Campus Address: _____________________________________________________________

E-Mail Address: ______________________________________________________________

Loan Periods:  _____ 2 Hours  _____ 1 Day  _____ 2 Days
               _____ 3 Days  _____ 1 Week

Current Syllabus. Please provide a copy of the syllabus you are using this semester so we can assist students who can’t remember the title of the current reading assignment. Having your syllabus will also help prioritize processing of items needed early in the semester.

Current Syllabus Provided?   _____ Yes   _____ No

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ITEM(S) TO BE PLACED ON RESERVE: (Additional materials can be listed on the back)

1)  Author(s): ________________________________________________________________
    Title: ___________________________________________________________________

2)  Author(s): ________________________________________________________________
    Title: ___________________________________________________________________