

# Jackson Library

## Course Reserve Form

Please allow 24 hours for processing (excluding weekends and holidays)

Professor: \_\_\_\_\_

Department: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Course # and Title: \_\_\_\_\_

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Title \_\_\_\_\_  
Item? (Book, Article, DVD, VHS, Audio)

Personal Item    Library Item

Check all that apply:

- Fall Semester
- Spring Semester
- May Term
- Summer Term

Media Reserve Checkout period:

- 3 Hours    Library Use Only
- 2 Hours    Library Use Only
- 1 Day
- 2 Day

Book/Article Reserve Checkout period:

- 2 Hours (Library Use Only)
- 1 Day
- 2 Day

Special Instructions:

Please submit this form to the Jackson Circulation desk.

You can also submit this form online at [http://www.indwes.edu/library/reserves\\_policy.html](http://www.indwes.edu/library/reserves_policy.html)