

Reserve Request Form

Each instructor placing material on reserve should bring this form and the material, including Library books from the stacks, to the circulation desk on the first floor.

Questions? Contact Tess Graham: tgraham@olemiss.edu | Lynn Brown: cbrown15@olemiss.edu | 662-915-5876

Course & Instructor Information

Course Number

(e.g. BIOL 100)

Course Title

Instructor's Name

Teaching Assistants, if any

Instructor's Email

Phone

Item #1

Title

Owner

☐

Library material

☐

Personal copy

Call number

Author

Circulation period

☐

3 hours

☐

24 hours

☐

3 days

Other notes

Reserve Request Form - Additional Items

Item #2

Title

Owner

☐

Library material

☐

Personal copy

Call number

Author

Circulation period

☐

3 hours

☐

24 hours

☐

3 days

Other notes

Item #3

Title

Owner

☐

Library material

☐

Personal copy

Call number

Author

Circulation period

☐

3 hours

☐

24 hours

☐

3 days

Other notes

Item #4

Title

Owner

☐

Library material

☐

Personal copy

Call number

Author

Circulation period

☐

3 hours

☐

24 hours

☐

3 days

Other notes



PRINT