
INSTRUCTOR NAME

INSTRUCTOR E-mail Address

INSTRUCTOR PHONE #

TODAY'S DATE

COURSE TITLE

DEPT/COURSE #

SEMESTER

Please list the items you would like placed on reserve in the spaces below. **Please use a new sheet for each course.** Please submit all items with form to the Circulation desk.

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Please allow 2 business days for items to be available on traditional reserves and 5 business days for electronic posting

ELECTRONIC POSTING ONLY

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Last updated, September 13, 2007

Instructor signature _____

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E-Reserves²

Send link by e-mail to be posted on Blackboard, MyDu, etc³