COURSE RESERVE MATERIALS FORM
Allen Library

Return completed form to Mike Anderson (mianderso@hartford.edu, ext. 4459). Allow one to two weeks for lengthy lists.
Requests will be processed first-come, first-served, with short lists often processed in one day.
We will do our best, but cannot guarantee late lists will be ready in time for the start of your classes.

Instructor: _____ E-mail: _____
Course Name: _____ Campus Extension: _____
Course Number: _____ Semester / Year: _____

- Under **"Item Type"**, write book, printed music, CD, LP, VHS, or DVD. If the item is your personal copy, please indicate that as well.
- We can assist with creating online playlists in Naxos, DRAM, or other streaming databases.

Author / Composer	Title	Item Type (see above)	Call Number