STUDENT REQUEST
TO SCHEDULE MEDIA

UNIVERSITY OF DELAWARE LIBRARY
INSTRUCTIONAL MEDIA DEPARTMENT

To: University of Delaware Library Instructional Media Department
   Media Scheduling (FAX 831-6197)

From: ______________________________________________________________
       Faculty/Teaching Assistant – Please Print
       Phone: _________________________   e-mail: _______________________

Please arrange for the following enrolled University of Delaware student to schedule
the Library video media material described below in my name for class presentation:

Student Name: _________________________    I.D. # ________________________
   (NOT SSN#)

The student will be responsible for its safe return by the due date.

Call Number   Title

Use Date

Signature of Student    Date

Signature of Faculty / Staff Member    Date

Media Staff    Date

Media Scheduling Office Hours are 8:00am - 5:00pm, Monday - Friday. For information
or questions, call the Library at 831-8419.