

# ERES and Photocopy Requests for Course Reserve

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Date and Time Received: \_\_\_\_\_  
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<b>Department:</b>		<b>Course Number:</b>	<b>Section:</b>	<b>Enrollment:</b>	<b>Course Duration – Check One:</b>	
<b>Instructor:</b>		<b>Course Name:</b>			<input type="checkbox"/> <b>Fall Semester</b> <input type="checkbox"/> <b>Spring Semester</b> <input type="checkbox"/> <b>Year</b>	
<b>Date Needed:</b>	Article/Chapter Title:	Article/Chapter Author:	Year, Vol., No.:	<b>Reserve Type:</b> <input type="checkbox"/> ERES and/or <input type="checkbox"/> Photocopy; No. of copy sets: ____	<b>Used at Kenyon previously?</b> Yes: <input type="checkbox"/> ERES <input type="checkbox"/> Photo-copy No: <input type="checkbox"/> 1 <sup>st</sup> Time Use	<b>Staff Use:</b>
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<b>Date Needed:</b>	Article/Chapter Title:	Article/Chapter Author:	Year, Vol., No.:	<b>Reserve Type:</b> <input type="checkbox"/> ERES and/or <input type="checkbox"/> Photocopy; No. of copy sets: ____	<b>Used at Kenyon previously?</b> Yes: <input type="checkbox"/> ERES <input type="checkbox"/> Photo-copy No: <input type="checkbox"/> 1 <sup>st</sup> Time Use	<b>Staff Use:</b>
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