

Falk Library of the Health Sciences Reserve Reading List

Course Title and Number: _____

Instructor: _____ Department: _____ Phone Number: _____

Contact Person: _____ Campus Address: _____ Email: _____

Date Materials to be on reserve: _____ Date to be Removed: _____

Type of Reserve (check all that apply): 2 hour in-library only (OR) 2 hour outside library allow overnight after 5 PM

Note to Faculty:

Because some items may be in circulation, or may be unavailable at the time the item is requested, adequate time must be given to ensure the retrieval of the item. This can take upwards of two weeks. Should the original item or copies be provided, they can be put on reserve within 24 hours. Reserve photocopying is limited by the fair use provisions of the Copyright Law (Title 17 US Code). Although the provisions of Section 107 do not specifically limit the number of copies that may be placed on reserve, place limitations prevent us from accepting more than 5 copies per course. Photocopies are the property of the faculty member, and should not be resubmitted for successive terms because cumulative effect may leave the institution liable for infringement if it is determined that the repeated submission affects the potential market value of the material. There is no limit on copies of personal unpublished material (tests, answer keys, etc.). Generally no more than 5 copies of a particular item are needed.

Circulation of reserve materials is covered by the same confidentiality provisions as other library materials. Falk Library will not release the names of those who have checked out reserve items. (Pennsylvania Act 184-90, Section 428).

Accession Number assigned	Author of article or monograph	Title of article, monograph, or section	URL (for items available in electronic form)	Call number (books only)

