Academic Reserve
Book Chapter/ Journal Submission form

INSTRUCTOR______________________________        EMAIL __________________________

COURSE NAME: _____________________________ COURSE NUMBER: _______________

SEMESTER: _____FALL _____SPRING _____SUMMER

BEGINNING DATE: ____/____/____   ENDING DATE: ____/____/____

Only ONE ARTICLE PER JOURNAL may be used. Only ONE CHAPTER PER BOOK may be used.

A copy of course Syllabus recommended

<table>
<thead>
<tr>
<th>Journal Title or Book Title</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Article Title/Book Chapter Title</td>
<td></td>
</tr>
<tr>
<td>Publication Date</td>
<td>Volume</td>
</tr>
<tr>
<td>Publisher</td>
<td>Place of Publication</td>
</tr>
</tbody>
</table>

Was the material on reserve before? _____Yes _____No

If yes, permission is needed from copyright owner. The process may take two weeks or longer.

Do you plan to use the same material in a subsequent semester? _____Yes _____No

Is the material required reading for all students? _____Yes _____No

Copyright Notice: WARNING CONCERNING COPYRIGHT RESTRICTIONS

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship, or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "Fair Use," that user may be liable for copyright infringement. This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of copyright law. I agree to the photocopy fair use policy.

By signing this form, I acknowledge that I have read the copyright notice and agree to its terms.

Signature________________________________________DATE: ___/___/____