



Library Acquisition Request Form - Students

The Library at the Academy of Art University welcomes acquisitions suggestions from all current students. Please use this form to request materials that you believe would enrich our current collection and benefit your fellow students.

All requests are now subject to departmental approval. Unsigned forms will be forwarded to your department for final review by your department director.

We will notify you via email when your requested items are received and cataloged. Please indicate whether or not you would like us to hold the item for you at the circulation desk.

Name Department Date

Email Address Phone Number Student ID#

Table with 9 columns: Title, Author, ISBN, Hold? (Yes/No), Library Use Only, Director Approval (Yes/No). Rows 1-8.

Director Signature: _____ Date: _____