Types of Library Requests

Interlibrary Loan Requests

If you have done a search in primo and found that the item you are after is not available in full text, you may be able to request the library to source a full text version for you.
Avondale Staff and *Postgraduate students* can request full text by filling in an online form, for either an electronic scan or physical book.
Fill in this form, ensuring you provide as much information about the article as possible. It is important to fill in the 'I need it before' text field. Click to agree with the copyright declaration.

https://www.avondale.edu.au/library/services/interlibraryloans/form/

INTERLIBRARY LOANS FORM

* Denotes a mandatory field

First Name: * [   ]

Last Name: * [   ]

Student Number (if known): [   ]

Faculty: * [   ]

Email: * [   ]

Campus: * [▼]

Need by Date: * [dd/mm/yyyy   ]

I request a copy of the item described below and as required by section 50 of the Copyright Act I declare that I require the copy for research or study and will not use it for any other purpose and that I have not previously been supplied with a copy of this item by an authorised officer of the library. I agree to accept responsibility for the use made of this copy.

☐ **I agree with the copyright declaration**

Name as Signature: * [   ]

Media Type: * [▼]

Please select a Media Type before continuing.

Distance Education Requests

Distance students can request a book from either Lake Macquarie or Sydney library to be sent to their home address. These loans are for 28 days and can be renewed once. Find the book details by searching Primo and then fill out the form, providing as much information as possible. It is important to fill in the 'I need it before' text field. Click to agree with the copyright declaration.

You can find the form on the library home page under Services section or at
https://www.avondale.edu.au/library/services/distance-students/distance-education-request/

Services

Borrowing, Reserve collection, photocopiers, Interlibrary loan, Distance Learning Loan Requests, purchasing, Digitisation Requests, tutors, facilities and equipment.

DISTANCE EDUCATION REQUESTS

Distance Education Request Form

* Denotes a mandatory field

First Name: *

Last Name: *

Student Number: *

Copyright Declaration
Commonwealth of Australia Copyright Regulations 1969

WARNING: I request a copy of the item described below and as required by sections 49/50 of the Copyright Act I declare that I require the copy for research or study and will not use it for any other purpose and that I have not previously been supplied with a copy of this item by an authorised officer of the library. I agree to accept responsibility for the use made of this copy.

☐ I agree with the copyright declaration

Please note only one item per request form

Media Type: * Book ▾

Book Title: *

Book Author: *

Date of Publication: *

Item Call Number:

Campus: *

AVONDALE UNIVERSITY LIBRARY
Information Innovation Integration

## Digitisation Requests

Available for all students, both on campus and distance, is a digitisation request. This means if you need some information that is in a chapter of a physical book, you can request the library staff to scan it and send to your email account.

If you need a chapter from multiple books, please fill out a form for each chapter.

Find the book details by searching Primo, if you are signed in, under the request section you will see a link to the digitisation request form.

REQUEST: Request / Digitisation Request⧉

You can also find the form on the library home page under Services section or at
https://www.avondale.edu.au/library/services/digitisationrequest/

Services

Borrowing, Reserve collection, photocopiers, Interlibrary loan, Distance Learning Loan Requests, purchasing, Digitisation Requests, tutors, facilities and equipment.

Simply fill out the form, providing as much information as possible. It is important to fill in the 'I need it before' text field. Click to agree with the copyright declaration.

DIGITISATION REQUEST

Digitisation Request Form

Using this service

This service is intended to allow post graduate and distance students access to scans of journal articles and book chapters held physically by the library.
Please do not use this to request entire books or journals which are not held physically by Sydney or Lake Macquarie library.
If there are any problems with the supply of materials, document delivery staff will contact you.
Scans will be sent as PDF's to patrons student email address.

* Denotes a mandatory field

First Name: *	
Last Name: *	
Student Number: *	
Email Address: *	
Phone: *	
School: * *(e.g. Nursing, Education)*	
Campus: *	⌄
Need by Date: *	dd/mm/yyyy

Copyright Declaration
Commonwealth of Australia Copyright Regulations 1969

WARNING: I request a copy of the item described below and as required by sections 49/50 of the Copyright Act I declare that I require the copy for research or study and will not use it for any other purpose and that I have not previously been supplied with a copy of this item by an authorised officer of the library. I agree to accept responsibility for the use made of this copy.

☐ I agree with the copyright declaration

Please note only one item per request form

___

Media Type: *	Book Chapter ⌄
Book Title: *	
Book Author: *	
Edition:	
Publisher:	
Date of Publication: *	
Author of Chapter (if applicable):	
Number and/or Title of Chapter: *	
Pages to be scanned: *	
Item Call Number:	
Campus: *	⌄

☐ Please confirm that you have not already requested and received a reasonable portion (1 chapter or 10%) of this resource previously.

☐ I'm not a robot   reCAPTCHA
Privacy - Terms

Would you like to submit and finish?

SUBMIT   ❯

Please note : Due to copyright rules – students are allowed to request 1 chapter of the book or 10% (whichever is greater).