Interlibrary Loan Lending Policies

Michener Library, ILL
OCLC Code: COV
Campus Box 48
Fax: 970-351-2540
501 20th Street
Phone: 970-351-1539
Greeley, CO 80639-0091
Odyssey: 206.107.44.192
Email: library.ill@unco.edu or sarah.vaughn@unco.edu

We Accept requests:
• OCLC, ALA by fax or mail, email to sarah.vaughn@unco.edu or library.ill@unco.edu

Billing method: IFM or invoiced with material

Charges for loans or photocopies:
• BCR, Amigos, LVIS, reciprocal & Colorado libraries (unless you charge us) and Formal reciprocal agreements, no charge
• For-profit corporate libraries, law firms, information services and International libraries $25.00 IFM or $30.00 invoiced
• All others $15.00 IFM or $20.00 invoiced
• Rush items $35.00 (using your FedEx number)

Loan period: Five weeks with NO Renewal

Dissertations/Theses:
• Will lend if circulating copy or Microfiche/film is available.
• Dissertations from 1940-present are also available from UMI.

Non-Circulating items:
• All media including CDs, DVDs, VHS, and sound recordings do not circulate.
• Items older than 100 years – will copy selected pages if possible
• Reference and Archival materials – will copy selected pages if possible
• All standardized educational and psychological tests have restricted access. No photocopying or ILL allowed.

Request Guidelines:
• One request per 8.5 X 11 inch paper
• Requests must contain complete citation information and your complete delivery and contact information.
• ALA requests are accepted without alteration.
• Faxed requests are NOT considered RUSH unless specified. $35.00 RUSH charge applies.
• We will gladly send copies as PDF attachments to valid e-mail addresses.

For more information:
Please contact Sarah Vaughn at sarah.vaughn@unco.edu or call (970) 351-1539.

Updated January 2021