INFORMATION ON ACCESSING PHYSICAL BOOKS AND OTHER NON-ELECTRONIC MATERIALS FOR SLIS ONLINE DEGREE PROGRAM STUDENTS:

1. The Wayne State University Library System participates in MelCat borrowing and lending. There are over 700 participating institutions in the State of Michigan. **SLIS Online Degree program students** who reside in Michigan may be affiliated with a local MeLCat library. Use this URL to check:
   http://elibrary.mel.org/screens/participating.html

   Wayne State University materials are listed and available from the MeLCat catalog: http://elibrary.mel.org

   When requesting WSU-owned materials through MeLCat, it is important that **SLIS Online Degree Program students use their local MeLCat library’s “library card/account” name** rather than Wayne State University’s “library card/account” name to borrow a monograph from the Wayne State University Library System’s catalog.

   If Wayne State University owns a particular item, a request for that item by a **SLIS Online Degree program student** using Wayne State University’s “library card/account” will result in a machine-generated denial of the request! MeLCat will not facilitate the loan of an item available in the Wayne State University Library System catalog to an identified Wayne State University student, faculty or staff member, **SO USE YOUR LOCAL LIBRARY’S “LIBRARY CARD/ACCOUNT” NAME!**

2. **SLIS Online Degree program students** who do not reside in the state of Michigan, or who are residents of the state but are not affiliated with a participating MeLCat library can use WorldCat to see if a monograph is located in a library closer to home. Use this URL: http://www.worldcat.org

   Academic libraries in the student’s area may have a **guest borrower card program** that lets a student from another university or college purchase a guest borrower’s card. The student’s local public library may have an Interlibrary Loan service that can be used.

3. Should the two methods above fail to retrieve a copy of a monograph that is **OWNED** by the Wayne State University Library System, the WSU Interlibrary Loan service can be used. **We are unable to provide material owned by other libraries to distance education students via ILL due to limitations in our reciprocal agreements with our lending partners.** The first time a **SLIS Online Degree program student** tries to use Interlibrary Loan, he or she will be asked to fill out a user profile after logging in with the student’s WSU Access Id and Password. **When filling out the profile, it is very important for a SLIS Online Degree program student to select “Mail to Address” from the drop down box associated with the “Preferred Physical Delivery Method” line, and to select “Distance Ed” from the drop down menu associated with the “Status” line.**

   By identifying the student as an **Online Degree program student** in the ILL profile, books and physical materials **AVAILABLE** in any of the Wayne State University libraries can be sent to the student using the Wayne State University Library System’s Interlibrary Loan services. **The student is responsible for the costs involved in sending the material back.**

   This particular service is **ONLY available for SLIS Online Degree Program students.** It is **NOT** for SLIS students who occasionally take an online class. **The ILL Team will verify the student’s Online Degree program status.**

   Most of the above information is also available at the following URL. Click on the “OnlineEd” link:
   http://www.lib.wayne.edu/services/borrowing/ill.php

   If **Online Degree Program students** have any questions, please contact Interlibrary Loan’s Vivian Palmer at (313) 577-1062, or through email at ad2388@wayne.edu.