



## **Thomas More College Library Interlibrary Loan Policies for SWON Libraries Members**

### **Submitting a Request**

- The **Preferred Contact Method** is to submit ILL requests to the Thomas More College Library through the OCLC ILL WorldCat Resource Sharing System.
- Alternative methods: ALA or SWON request forms sent via mail or fax.

### **Formats Available**

- *Photocopy*
- *Book*

**Delivery** All Interlibrary Loan requests will be delivered via the SWON Libraries delivery service.

*The loan period is 4 weeks with one four week renewal.*

### **Contact Information**

If you have any questions about how to submit requests or general questions about interlibrary loan at the Thomas More College Library, please contact:

Joyce McKinley  
Circulation Supervisor  
Thomas More College Library  
859-344-3300 or [joyce.mckinley@thomasmore.edu](mailto:joyce.mckinley@thomasmore.edu)