

**RICHARD STOCKTON COLLEGE OF NEW JERSEY
LIBRARY
PERIODICAL SUBSCRIPTION REQUEST FORM**

Periodical subscriptions require a long term financial commitment for the Library, and, therefore, must be examined for their appropriateness for the collection.

Please complete this form for the periodical title you request. Return the completed form, together with a sample issue, to your Divisional Library representative. Requesting faculty is responsible for obtaining and submitting a sample issue for any periodical subscription request .

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TITLE: _____

PUBLISHER: _____ **ISSN:** _____

ANNUAL COST: _____

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This title is recommended for students' s use in the following course(s): _____

This title is needed for faculty use in _____ course preparation, _____ and / or other research.

This title is multi-disciplinary. It should be used in the following area(s): _____

Would the Division agree to cancel a title of equal value in the same field if budgetary considerations demand it?
_____ YES _____ NO

Which one? _____

Requesting faculty : _____ Program: _____

Divisional Library Rep: _____ Date: _____

(Section to be completed by the Library)

Title verified in : _____

Review(s) found in : _____

Indexed in : _____

EBSCO title #: _____ ISSN: _____ COST: _____ FREQUENCY: _____

5 or more ILL requests for this title in the past year: _____; past 2 years: _____

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Action Taken:

_____ Approved for subscription _____ Not-approved

Reason(s): _____

_____ Date: _____

(Director of Library Services)