

Interlibrary Loan and Delivery Services

Request items from other libraries or have items delivered to your office!

Interlibrary Loan (ILL) is a service that will request items from other libraries for short-term use. So, if you cannot find what you are looking for in your library, please submit a request for the item and our office will do our best to find it for you!

Delivery Services can bring items to your office, pick up items that need to be returned to the Library, or pull things to be picked up at the Library Service Desk.

- [New ILL User Account](#)
- [Is There a Charge for ILL or Delivery Services?](#)
- [What Can Be Requested From Other Libraries?](#)
- [What Cannot Be Requested From Other Libraries?](#)
- [How Long Will It Take to Receive My ILL?](#)
- [Digital Delivery](#)
- [Office Delivery](#)
- [Renewing Items](#)
- [Returning Items](#)

New ILL User Account

Current A-State students, faculty, and staff: Please use your A-STATE credentials to log in when prompted and submit your request. If you have any questions or concerns, email us at interlib@AState.edu.

Emeritus Faculty who have requested Interlibrary Loan services will select the alternate login option for Emeritus Faculty. We have already created an account for you. If you have not already set a password for the Interlibrary Loan system use this link to reset your Interlibrary Loan password by [clicking here](#).

Is There a Charge for ILL or Delivery Services?

No. Interlibrary Loan and Digital Delivery are offered free of charge to all current A-State students, staff, faculty, and emeritus faculty. One must have an A-State campus office to be eligible for Office Delivery, which is also free.

What Can Be Requested From Other Libraries?

Current A-State students, staff, faculty and emeritus faculty can request a variety of materials, including

- Books
- Abstracts
- Theses
- Dissertations
- DVDs
- CDs
- Microfilms
- Articles

All loans are subject to availability and the terms set by the lending institution.

What Cannot Be Requested From Other Libraries?

- Physical copies of books that we currently have available as e-Books.
- Partial or complete copies of currently utilized textbooks.
- Physical items from other institutions for our online students due to time constraints. In these instances, please consider requesting a chapter of the book you are interested in.

How Long Will It Take to Receive My ILL?

- Digital Delivery of articles and book chapters usually takes 1-3 days.
- The average request for a book takes about 7-12 days. **You must have your ID to check out items once they arrive.**
- If you have an A-State office and request an Office Delivery, please allow an additional 1-3 business days.

Digital Delivery

The majority of articles and book chapters are sent digital delivery to your A-State email. Just look for the 'Get a Chapter' link in the online catalog or click on 'Get a Book Chapter' above. Digital Delivery of articles and book chapters usually takes 1-3 days.

Office Delivery

If you have an A-State campus office, we will deliver and pick up any item you can check out within 3 business days of the [request](#).

Renewing Items

- If you borrowed the item from another library, please fill out the [Interlibrary Loan Renewal Request form](#) and we will request it from the lender.
- If you borrowed an A-State owned item, please log in to your [A-State Library Account](#) to request renewals prior to the due date.

Returning Items

- ILL materials should be returned to the service desk. Please do not put in the drop boxes.
- Have an A-State campus office? Let us help you! Fill out the form for [Office Delivery or Pick-Up](#).