How do I request a book or article from another library outside of Holland College?

The interlibrary loan service supplements the resources of the Holland College Library Services by making books and articles available that are located at other libraries. This service is only available to current Holland College students, staff, and faculty.

If you are an external borrower, try searching Holland College's library catalogue or the article databases, and you may find what you are looking for.

All requests are processed through the Charlottetown Centre Library. Individuals may submit requests by emailing library@hollandcollege.com with the full information including author, title of article, year of publication and the journal name and volume, issue and page numbers of the article. For books, please include the ISBN if possible.

Interlibrary Loan requests can also be made directly from our Ebsco Discovery Search results if a Request an Interlibrary Loan link appears in the record of the article that you are interested in.

Books are normally available within 1 to 3 weeks but may take longer depending on where the request is sent and whether or not the item is available at the time of the request. Article delivery can take 2 days to a week.

Therefore, requesters should be aware of the time factor and do their research in advance of deadlines.
At the present time there is no charge for Interlibrary Book Loans or Article Delivery at Holland College. However, requesters are responsible for any costs incurred due to loss, damage, and overdue fines as well as additional charges for rush orders.

**For Staff:** This service does not replace program-related collection development. Materials borrowed via this service must be related to curriculum, professional development, or staff research. Requests of a personal nature should be directed to the Confederation Centre Public Library, UPEI, or other libraries as appropriate.