

**IBRAHIM SAAD LEARNING HUB LIBRARY, UNIKL MICET**

**BOOK PURCHASE REQUEST FORM**

Student/Lecturer/Staff are invited to suggest book titles for the Library. Please note that the Library may not purchase everything you requested as the decision to purchase a book is based on the teaching, learning and research requirement of UniKL MICET.

Full Name:

*(Capital letter)*

Ext.No: Mobile No:

*(Staff/Lecturer)*

Email: Matric No/Staff No: Faculty:

Requestor (please tick [/]):

Academic Staff Administration Staff Student Others (please specify)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Book Details:** | | | | |
| **No.** | **Author** | **Title** | **ISBN** | **Year** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |

*\*Please attach a separate sheet if necessary*

Where did you find out about this book? : Is this book used as basic text or reference? : Please mention the programmed and course code if used as basic text or reference:

Why do you recommend this book?

**For Library Use**

**Available in the library** Yes No **Remarks:**

Check by : Date :

**Requested by: Approved by:**

*(Dean/ Head of Section)*

Signature Signature

Name: Name: Date: Date: