

Music Reference Library

For current information, go to www.libs.uga.edu/music

1. Contents

Main Library	Music Library
Journals	CDs, DVDs
Reference works	music reserves
Monuments, collected works	curriculum materials
Majority of books & scores	small number of books & scores
2. Charging Periods (HHSOM library)
Printed materials: 180 days
Audio materials: 2 weeks
Reserve materials: 2 hours
Online renewing – may renew twice on GIL page (gil.uga.edu).
For subsequent renewals, must bring materials into library.
3. Request Forms
Faculty Delivery — form available on Main Library webpage (libs.uga.edu) under Faculty Services or this [Delivery Form Link](#). Limit of 3 book requests per day.
Reserve Request — form available on Main Library webpage (libs.uga.edu) under Course reserves or by using this Reserve List Form Link
4. Hours for HHSOM Library
Mon. – Thurs. 8:00am-10:00pm
Friday 8:00am – 5:00pm
Saturday 1:00pm – 5:00pm (closed for home football games)
Sunday 2:00pm – 5:00pm
5. Contact at HHSOM Library: (706) 542-2712
Kevin Kelly (kkelly@uga.edu)
Elizabeth Durusau (edurusau@uga.edu)

Delivery of Library Books, Scores, etc. for Students and Faculty

Both Faculty & Students can have materials from the UGA Libraries and GIL Express requests delivered to the SOM Music Library. For UGA Library materials use the new “Request” function. Simply follow these steps.

1. Search the GIL the online Catalog
2. Select the “Place Request” button below the call number of the item
3. Login to the system (for questions about your PIN, including how to change it, go to http://gilexpress.usg.edu/PIN_FAQ.html)
4. Complete the request form making sure to change pickup location to “Music Library Circulation Desk” and submit your request

The new request function allows Students and Faculty to have 10 active UGA retrieval requests on their account at a time. Meaning that once an item is checked out that request is considered complete and they can request another. Delivery should take about 2 days for requested items.

GIL Express Requests can now also be sent to, checked out and returned to SOM Music Library Circulation Desk. Complete the request form as you have done in the past only now make sure to change pickup location to “Music Library Circulation Desk”.

Important Note: While changes are in the works for Interlibrary Loan Materials, ILL materials currently need to be picked up at and returned to the Main Library. An announcement will be made for ILL when these changes are in place.

The Request system is new and if you have any questions about using it or requests you have submitted you can contact Library Access Services maincirc@uga.edu. If you have any questions about how to use the new Request function please feel free to contact Guy Leach gleach@uga.edu.