You may want to read an article that is not available in a database or in print in the Cornette Library. We have a library service to help you with that problem.

You may ask the Interlibrary Loan Department (ILL) to request a copy of the article for you from another library. Often ILL will be able to locate a copy at no cost to you. You will be notified in advance if the other library requires a fee to be paid.

Here is one way to make the request.

Example: You find an interesting article in a database. There is no link to the full text of the article, so you click on the SFX See if we have FULL TEXT button.
After clicking on the SFX *See if we have FULL TEXT* button, you see that there is no online access to the article in a library database. Also, there is no link to the Cornette Library Catalog—it is not available to you in print.

To ask to get the article from another library, click on the link under *Interlibrary Loan → Need an article not available in the Library or online? Use ILLiad.*
You will see this screen. If you have never used Interlibrary Loan, click on the link to First Time Users.

First time users will need to read the page about Copyright Notice.
First Time Users will then need to register to set up an account.

Your **Username** must be your *WT email address*. You may create your own password.

For **Authorized Users**, be sure to list every possible person who might pick up your article(s) for you from the ILL office. Articles may only be released to someone you have authorized!

You will be notified when your article is received. Articles may be picked up via the Cornette Library Reference Desk if the ILL office is closed. Some articles will be emailed to you.
After you have registered, you may use Interlibrary Loan by typing in your Username and Password.

When using this feature through a database, you will see that most of the request form is already filled out for you.

While you can add/change information, such as the Not Wanted After Date, you must allow two weeks to receive the article. However, you may get it much sooner than that.

To submit the ILL request, click the Submit Request button.

You will be notified when the article is available. Per the preference you set when you registered as a First Time User, you will be contacted by WT email or telephone. You may then go to the ILL office to pick up the article, if the article cannot be emailed directly to you.