Reading List Checklist for Edwin Ginn Library

Please make sure your reading list meets these criteria before you send it:

Heading Contains:
____ Faculty Name
____ Course Name
____ Course Number
____ Semester

List of required books and articles:
____ Separate sections for books and articles
____ Alphabetized by author’s last name
____ Complete citation for each item
____ If you are updating an old list, please identify new items with bold type
____ If there are no new items, please indicate that in your e-mail

____ List is submitted electronically to reserveginn@tufts.edu

Deadlines:

Fall semester: June 15
Spring semester: November 15
Summer school: April 15

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