

**Our address** - Adelphi University/ Swirbul Library Copy Center/ South Ave./Garden City, NY 11530  
**Our Phone #** 516-877-3967 or 800-254-PAKS (for non local professors) **Our Fax #** 516-877-3968  
**Our Student Mail Order #** 888-466-9004 - open 24 hrs a day **e-mail add.** CCPAKS@aol.com

## Professor Coursepack Order Form

**Professor** \_\_\_\_\_

**College/University** \_\_\_\_\_

**Person placing order** \_\_\_\_\_

If different than professor

**Phone number** (      ) \_\_\_\_\_

**Course Name** \_\_\_\_\_

**Course Number** \_\_\_\_\_

**Are we using a pack from a prior semester?** \_\_\_\_\_

if the answer is YES please fill in the following information	
_____	_____
(which semester?)	(what course number?)
<b>Will the Professor be sending us a list of changes ?</b>	_____
(by fax, e-mail, or regular mail?)	
<b>When will we receive new/additional articles?</b>	_____
(if applicable)	

**When will Professor be sending us a list of citations?** \_\_\_\_\_  
(by fax, e-mail, or regular mail?) \_\_\_\_\_

**When will Professor be sending actual articles?** \_\_\_\_\_

**When is the first day of class?** \_\_\_\_\_

**Approximately how many students in the class?** \_\_\_\_\_

**Additional comments** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Order taken by \_\_\_\_\_

CCPaks assigned # \_\_\_\_\_