

1 サービス案内編

2 テーマ設定編

3 資料収集編

4 評価・整理編

5 成果発信編



Guide 1-2

In case no Hokkaido University Library holds the document you need

## Interlibrary Loan Service

No Hokkaido University Library holds the document you need, Even there is no access to E-journal! →You can request it from other university libraries, public libraries, reading rooms of research organizations (charge: pay)

### ▶ You can request following documents

Request Type	Photocopy Service	Book Loan Service
Document type you can request	 <p>-A part of a work (In general, less than 50% of a book). -For each article in a journal or newspaper (except the latest issue), you can get a copy of the whole article.</p>	 <p>Book</p>
Charges	30 to 60 YEN per Sheet + Postage	Round-trip shipping costs around 1,000 to 2,000 YEN
Usable expenses	University's expense or Private expense	University's expense or Private expense
Turnaround Time	Around 1 week	Around 1 week Loan period is around 1 to 2 Weeks.

- ※ You can borrow books between Sapporo ⇔ Hakodate campuses (charge free).
- ※ If the document is not available from Japanese library, we can request from abroad libraries. Charge may become expensive it may take long time. Please contact near library.

### ▶ How to apply

You can request on the web from "Library Web Services". You can apply at near library

- ※ Soon after you make library card there is possibility you can't apply from library Web Service. Please register at near library.

**You can get more information at our website**

**<https://www.lib.hokudai.ac.jp/en/services/ill/>**