

Requesting Interlibrary Loans (ILLs)

- Click the "search the online catalog" link on the library home page.
- Log in using the Account Log In box.
- Click on Texas ILL System link on the catalog home page.
- Search for an item in the Texas Group Catalog and beyond search window.
- Once you have found the title and correct format, click on that title to open the record.
- To request the item type your zip code in the Location box and then click the Blue Request button.
- Click on the name of your library and then click Continue.
- Enter your Library card number and phone number and click Log In.
- Double check your selection to make sure this is what you want to receive.
- Click Continue to request the ILL. Click Cancel to go back and search again.
- View your requests from the Texas Group Catalog by clicking on My Requests located below Texas Group Catalog in the upper left corner of the web page.

Interlibrary Loan requests may also be done utilizing the ILL request cards at the Circulation Desk in the library.

A Universal City Public Library card holder may have five active ILL requests at any time.