Inter-library Loan (ILL) Guide

The purpose of (ILL) is to obtain books, journal articles, and other materials for UH students, faculty, staff, and affiliates that are not available in the UH System. Before requesting a book via ILL, please check Voyager first. Be advised that the ILL department will not borrow class textbooks. If you have any questions please contact them at 808-956-8568 or libill@hawaii.edu.

To request an interlibrary loan you must use WorldCat. To begin:

1. Go to Law Library site http://library.law.hawaii.edu
2. Click the “Research Databases”
3. Click “WorldCat”
4. Click “WorldCat (via OCLC FirstSearch).”
5. Login using UH username and password (if needed).
6. Complete search.
7. Click item.
8. Under “Get This Item” click “Request via ILL”.
9. Login using UH username and password (if needed).
10. Double-check pre-filled information. You have the option to change the “Not wanted after” date to a later time. (Recommended ILL can take time.)
11. If you would like it delivered to the Law Library, in the “Notes” field, add “Pick up at UH Law Library.” (It still may be delivered to Hamilton Library. If that’s the case, when you get the email from them, call them or reply to the email and ask them to send it to the law library.)
12. Click “Submit Request.”
13. You can view the status by clicking “Pending Requests” on the sidebar.