

**The Classical Academy
Request for Reconsideration of
Library Material Form**

The Classical Academy has delegated the responsibility for selection and evaluation of library resources to the Head Librarian. Policy IJL-TCA-R-2 outlines the procedures to reconsider library resources. Completion of this form is the first step in those procedures. Please return the completed form to The Classical Academy Head Librarian, 975 Stout Road, Colorado Springs, Colorado 80921.

Date of request: _____

Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ Do you represent self? _____ Organization? _____

1. Resource on which you are commenting?

_____ Book _____ DVD _____ CD _____ eBook _____ eAudiobook

Title _____

Author _____

Publisher _____

2. What brought this resource to your attention? _____

3. Have you examined the entire resource? _____

Context for a work is important and TCA expects any individual making a request for reconsideration to read/view the entire work. Such prior review can be considered as part of the reconsideration process and subsequent determination.

4. What concerns do you about this material? _____

5. Did you find anything of value with this material? _____

6. For what age group would you recommend this material? _____

7. Additional comments (use additional pages if necessary): _____

Signature _____ Date _____