



# Request for DVD Purchase

To all instructors: If you are interested in teaching a *new* DVD course, complete this LIRWC Request for DVD Purchase Form and submit to the LIRWC Office email: LIR@wctc.edu for forwarding to the Curriculum Committee for review and approval. LIRWC is committed to supporting The Great Courses and PBS programs where we have accounts, but will consider other resources. You can review available DVDs in the LIRWC library in the office, or request a listing by email. Questions? Call: 262.695.3473, or email: lir@wctc.edu.

## Instructor Request for DVD Purchase

### Required Information

Instructor Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email: \_\_\_\_\_

The Great Courses or other resource Info: DVD No. \_\_\_\_\_ DVD Copyright Date: \_\_\_\_\_  
DVD Title: \_\_\_\_\_

IF KNOWN: List Price: \$ \_\_\_\_\_ Discount Price: \$ \_\_\_\_\_  
Priority Code: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Catalog Date: \_\_\_\_\_

To Teach Semester: Fall: \_\_\_\_\_ Spring: \_\_\_\_\_ Year: \_\_\_\_\_

Brief Description:

### For Office Use Only

### Approval to Purchase

Curriculum Committee:  Accept  Decline \* Date: \_\_\_\_\_  
LIRWC Board:  Approve  Decline \* Date: \_\_\_\_\_

Purchase Date: \_\_\_\_\_ Instructor Advised: \_\_\_\_\_

\*Reason: