

**Simmons College  
300 The Fenway  
Boston, MA 02115-5898**

JANUARY 1, 2004

Permissions Department  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To whom it may concern:

I am writing to request permission to use the following as electronic course reserve material:

Author(s)/Editor(s) of Article/Chapter: \_\_\_\_\_

Title of Article/Chapter: \_\_\_\_\_

Title of Source Journal/Book: \_\_\_\_\_

For Source Journal: Volume: \_\_\_\_\_ Issue Number: \_\_\_\_\_ Issue Date: \_\_\_\_\_

For Source Book: Author(s)/Editor(s): \_\_\_\_\_

Publisher: \_\_\_\_\_

Copyright Date: \_\_\_\_\_ Edition: \_\_\_\_\_

Pages: \_\_\_\_\_ through \_\_\_\_\_

This material will be used for the following course:

Course Number: \_\_\_\_\_ Course Title: \_\_\_\_\_

Semester(s): \_\_\_\_\_ Estimated Number of Students per Semester: \_\_\_\_\_

Instructor's Name \_\_\_\_\_

I would appreciate hearing from you regarding this request at your earliest convenience.

Sincerely,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Department, Simmons College