UNIVERSITY OF SAN JOSE-RECOLETOS

Student Affairs Office

BORROWER’S SLIP

                Date Filed: ${date}

Date(s) of Use: ${Date of Use}                   Time: ${Time}

Name of Borrower: ${Borrower Name}

Organization/Department: ${Organization or Department}

Purpose: ${Purpose}

Unit: ${Unit}

Item: ${Item}

|  |  |
| --- | --- |
| Noted By:  ${College Dean}  ${College Dean-Name}  ${College Dean-Position} | Approved By:  ${SAO Director}  ${SAO Director-Name}  ${SAO Director-Position} |