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## RECOMMENDING APPROVAL FORM

RAF No.:
Date Received:
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The following materials were examined and/or recommended for purchase/subscription for the University Libraries in preparation for the next academic year or as needed:

NO.	TITLE	AUTHOR	YEAR	ISBN	COPY	Alternative Title/Author if Recommendation is not Available or Out of Print
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Designation: \_\_\_\_\_ Email address: \_\_\_\_\_

Reason for recommending the above title: \_\_\_\_\_

Recommending Approval: \_\_\_\_\_

*Signature over Printed Name*  
(Dean/Head of Office)

*N.B.*

1. Please submit recommendations six (6) months before the start of the Academic Year or before usage of the material/s.
2. The Recommending Approval Form (RAF) Monitoring Sheet will be sent to you via email so you can easily monitor the status of your request.