




Collins Cougar Curbside Library

Until we are able to open our campus to students, we are pleased to offer access to your Collins Library with curbside pick-up and drop-off. Students may check out 2 books for a period of 3 weeks.

Schedule: 1:00 to 3:30
September 10
September 24
October 8

Step 1: Make your Book Request **No Later Than Noon Wednesday (the day before your intended Pick-Up)**

- ❑ **Preferred Method:** Go to our LS2 Library Catalog at <https://el Paso.tlcdelivers.com/?config=142#>. You can search for books by title, author or subject. (If you use the Reading Level Search you can limit the search to your reading level if desired.) Once you have found a book that you would like to request click on . You may request two to three books.
You will be asked to log in. Library Card #: 6-digit school ID number (Ex. 654321)
PIN: last 4 digits of school ID number (Ex. 4321)
- ❑ **Alternate Methods of making a book request:**
 - Go to the following link to request up to two books.
<https://forms.office.com/Pages/ResponsePage.aspx?id=NKJrT7pSkk2a751VJFYmhCwmTeq7ITtEvKtsmTc2neBUOENXM1c4MTM1STFWN0VMVDNYUVIVSTFGQI4u>
 - Send Mrs. Jones an email at egjones@episd.org. Include student name, ID #, and your book request. Be as specific as possible. Also include contact information to receive your confirmation.

Step 2: Mrs. Jones will send you a message to confirm your Pick-Up date/time.

Step 3: Drop by the Collins Drop-Off Zone on Tropicana to return library books and pick up new books.

- Stay in your car
- Have a sign with student name and ID # clearly printed
- Pop your trunk for Book Drop-Off and Pick-Up

Please be patient as we find the best ways to serve you and our Collins community.