

ILLiad Status Definitions

Once you have placed a request, go to “View Outstanding Requests” on your ILLiad main menu to see the progress of your request. Definitions of ILLiad statuses are provided below:

Awaiting Request Processing: Your request has been submitted to ILL. ILL staff will review your request for any problems. Requests are processed in the order in which they are received through ILLiad.

Request in Processing: Your request is being processed by ILL staff to be sent to potential lending libraries.

Awaiting Conditional Processing: A potential lending library has responded to the request and is asking ILL to clarify part of the request or to comply with special conditions (e.g., cost over patron limit, in-library use only) before they will lend the item.

Awaiting Copyright Clearance: ILL is reviewing an article request to determine if copyright fees must be paid.

Request Sent: Your request has been sent to a group of potential lending libraries. ILL is waiting for responses from these libraries indicating if they will fill your request.

Checked Out to Customer: Your item has been received at the Interlibrary Loan Department at the Central Library, and is being prepared for shipment to your pickup library. You will have been notified of this by email or phone.

Request Finished: You have returned your material to the library where you picked it up, and the material has been returned to ILL, and successfully shipped back to the lending library.

Awaiting Unfilled Processing: Your request has been sent to potential lending libraries. However, these libraries have been unable to fill your request. ILL is trying to locate additional libraries that may own the material. This process may take several days.

Cancelled by Customer: You have cancelled the request. Cancelled requests can be found and resubmitted at a later time at “View Cancelled Requests.”

Cancelled by ILL Staff: ILL has cancelled your request. ILL will inform you of the reason for the cancellation by email or phone.

(Revised 8/14/2008)