



Mary Livermore Library
The University of North Carolina at Pembroke
PO Box 1510
Pembroke, NC 28372-1510
Reference: 910.521.6656
Circulation: 910.521.6516
Fax: 910.521.6547
www.uncp.edu/library/

BraveCat: Enter Hold Request

To request items from UNCP, FSU, and UNCW, you must first have a library account and a Personal Identification Number (PIN). Library accounts are created automatically for all UNCP students.

To place a hold request, open the *BraveCat* record for that item. Click the **Hold Item** button, located at the top of the screen (see image below).



You will then see a login screen with three boxes. Put your first or last name (not both) in the first box. Enter your University ID (your Banner number) in the second box, and enter your PIN in the third box and click the **Submit** button (see image below).

Please enter the following information:

Enter your last or first name:

Enter your University ID Number:

If you have not previously selected a PIN, do so now.

Please enter your PIN:

Your PIN is case sensitive

You will then see a message stating “**Your request for...[your title]...was successful.** You will be able to pick up this material at UNCP Circulation Desk when it is ready” (you will be called or e-mailed when the requested item is available).

NOTE: If you are a UNCP student, enrolled in our distance education programs, and you do not come to the Pembroke campus, requested items will be mailed to your home address. Items must be returned to the Library by the assigned due date (renewals and extensions are possible for some items), and you are responsible for the return postage. More information is available at www.uncp.edu/library/distance/.

NOTE: Requesting and receiving items from FSU or UNCW can take **5 to 10 business days**.

revised 1/08 mca