



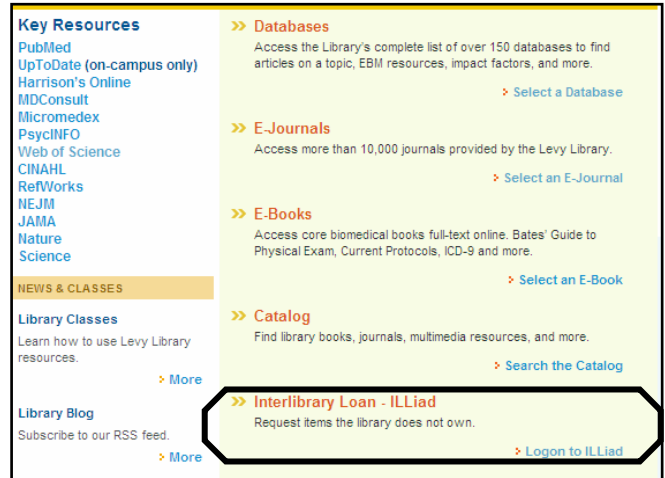
Register for Interlibrary Loan - ILLiad

ILLiad is Levy Library's Web-based interlibrary loan system. Use ILLiad to request, track and receive interlibrary loan requests.

To Register for ILLiad:

1. **Go to** the Library's homepage at www.mssm.edu/library, and select **Logon to ILLiad**.
2. **Select Register for an ILLiad account** from the logon page.
3. **Review** the registration and copyright agreement and **click**:

[First Time Users Click Here](#)



4. **Fill in** the registration form. All fields are required unless otherwise noted.

Make sure your MSSM ID and life number are correct. Your MSSM ID usually includes the first 5 letters of your last name, followed by your first initial, followed by a number (e.g. Bob Johnson would be johnsb01). You can click the link next to MSSM ID to verify your ID.

5. When your information is complete, **click**

[Submit Information](#)

6. **Select** the **Exit to Main Menu** button from the Account information page.

Important: **Do NOT** click the Remove button (under Current Accounts). Your current account enables your ILLiad registration. Without it, we cannot process requests. You will NOT be charged for interlibrary loans.

Account Number	Account Type	Account Description	Valid?	Remove
Cash	Default	Cash Payment	Yes	Remove: 3034

7. You can now submit requests. Article requests take an average of 2-3 business days, and book requests 7-10 days.

Questions? Call Interlibrary Loan at the Levy Library at 212-241-7795.