

COLLEGE CAMPUS DUAL ENROLLMENT HOME SCHOOL TEXTBOOK AGREEMENT

Directions: Students and parents/guardians, please read each item, sign, and submit with your application.

TEXTBOOK AGREEMENT

1. Required textbooks will be loaned to students through the Follett bookstores located on FSCJ's campus for the duration of the course.
2. Additional information will be provided at the time of textbook pickup.
3. Specific dates will be assigned for textbook pickup and communicated via the student's FSCJ email account as well as posted on the FSCJ website. (Books must be picked up by the student with his/her picture ID. Books may not be picked up by the student's parent/guardian.)
4. If a required textbook is unavailable on the date of textbook pickup, students will pre-rent the item and he/she will be contacted by the Follett bookstore when the item arrives.
5. Students will be provided a receipt at the time of rental, the receipt must be submitted to the Dual Enrollment Office.
6. **Students must NOT make any marks in books or open course access codes until they have met with the instructor on the first day of class to ensure they have the right material.**
7. The student must return the textbook immediately to the Follett bookstore if his/her course is canceled, he/she drops from a course, withdraws from a course, or is assigned an NA by his/her professor. Not doing so may result in a financial hold being placed on the student's account which will prevent registration in subsequent terms and being able to send a transcript to another college or university.
8. Rental materials must be in the same condition as they were when they were rented. Normal highlighting and note-taking are perfectly acceptable. Excessive markings are prohibited, and would render the book unusable for the next customer resulting in a charge.
9. Rental materials must be returned in complete and saleable condition. Saleable condition means the spine of the book is intact, there is no damage to the book, and all components must be present.
10. Students are responsible for theft and lost rental material.
11. Your signature below signifies your commitment to returning the book by the return dates as shown on your receipt in a similar condition. Not doing so may result in a financial hold being placed on the student's account which will prevent registration in subsequent terms and being able to send a transcript to another college or university.
12. Students who fail to follow appropriate procedures to return instructional materials for classes on the college campus will lose eligibility for dual enrollment.
13. Students may not purchase required textbooks with his/her own funds for reimbursement.
14. The College is not responsible for the purchase of consumable supplies, calculators, and recommended materials—this includes art materials, lab notebooks, lab coats and goggles, tools, etc. Students may contact the Dual Enrollment office to inquire about eligibility of materials if not clear.

We have read, understand, and agree to the expectations listed above; understand that additional requirements and expectations are listed in the dual enrollment application; that policies and procedures may be updated; updates will be communicated with my student via email and posted to the district website. It is the student's responsibility to review and share this information with the parent/guardian or the parent/guardian may review the information online.

 Print Name of Home School

 FSCJ EMPL ID

 Print Student Name

 Student Signature

 Date

 Print Parent Name

 Parent Signature

 Date

 Parent Email Address

 Parent Contact Number