

MULTIPLE TEXTS ORDER FORM

Use this form for individual classes requiring more than one textbook.

Submit to: Vice President for Academic Affairs
333 Wells Hall

Textbook orders should reach Academic Affairs no later than:

FALL - April 1

WINTER - October 1

SPRING - October 15

SUMMER - March 10

Semester (List year) Fall _____ Winter _____ Spring _____ Summer _____

Orders cover one semester only.

CLASS(ES)

(PREFIX Course Number-Section) _____

Department _____

AUTHOR	TITLE	COPYRIGHT	EDITION	ISBN	PUBLISHER
1					
2					
3					
4					
5					
6					
7					
8					

Additional Text/Instruction Material Information

Use corresponding numbers to the items listed above to answer questions in this section.

Is there a code required for this item? 1 _____ 2 _____ 3 _____ 4 _____
Enter X at applicable item number. 5 _____ 6 _____ 7 _____ 8 _____

Are E-books acceptable for this text? 1 _____ 2 _____ 3 _____ 4 _____
Enter "No" at text number when **not** acceptable. 5 _____ 6 _____ 7 _____ 8 _____

List acceptable previous editions at text number 1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____ 7 _____ 8 _____

Will this text be used again? 1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____ 7 _____ 8 _____
Enter Yes, No, or Doubtful. If yes, list semester and year.

If new text, what does it replace? List new text number(s) and author and title of old text. _____

Additional Comments

Ordered by _____ Date _____

Approved, Dean _____ Date _____

Department Chair _____ Date _____

Approved, Vice President for Academic Affairs _____ Date _____

DO NOT WRITE IN THIS SPACE