SECTION: Academic

SUBJECT: TEXTBOOK POLICY

**Background:** Required for compliance with federal policy.

**Point of Contact:** Office of the Provost/ Vice President for Academic Affairs

**Other LCSC offices directly involved with implementation of this policy, or significantly affected by the policy:** Student Affairs, Instructional Dean

**Date of approval by LCSC authority:** November 22, 1980

**Date of State Board Approval:** N/A

**Date of Most Recent Review:** May 2019

**Summary of Major Changes incorporated in this revision to the policy:**

1. Textbooks orders must be filed by the due dates provided by the bookstore on the appropriate textbook requisition forms.

2. Textbooks, including the ISBN, supply lists, and any additional charges for courses must be published and available to students before registration.