

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 2024

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

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.
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