



Fairfield Union College Credit Plus Textbook Policy

The Ohio Revised Code states that the school district is responsible for providing the instructional tools (textbooks) to students enrolled in college/university courses. Fairfield Union Local Schools and students opting into the College Credit Plus will adhere to the following procedure:

1. Students will follow all guidelines for participation as outlined in the annual College Credit Plus informational meeting and Program of Studies.
2. Students will schedule their classes at the college/university.
3. Students will determine which textbooks they need for their class and then complete the appropriate form through the FUHS library for Mrs. Sullivan to order books. Students must submit their textbook requests in a timely manner to ensure books can be ordered.
4. Students will not open or input access card information until they determine they will not be dropping the course. Any student who drops a course must return the unopened book or unused access card to Mrs. Sullivan.
5. Upon completion of the course, the student must return all books or items ordered to Mrs. Sullivan in the library or the cost will be added to the student's fees.

Students and Parents must also understand that any student who fails or withdraws from a course will have the cost of the course added to student fees. The district will also add the cost of any textbooks or supplies purchased if those textbooks and supplies are not returned.

Students and Parents/Guardians must understand that any item ordered such as textbooks are paid for the district and are thereby district property.

I, (Parent and Student) acknowledge by my signature below that I have read and understand the district's CCP Textbook Policy and agree to the conditions set forth within said policy.

Student Name (Print): _____ Student Signature: _____ Date: _____

Parent Name (Print): _____ Parent Signature: _____ Date: _____