

# Textbook Report

**Report due to IHL: August 1<sup>st</sup>** (or first workday after the 1<sup>st</sup> when it falls on a weekend)

**No Template**

**Corresponding Board Policy: 617**

Board Policy 617 requires institutions to maintain a textbook policy that is in compliance with the Department of Education standards as codified in section 133 of the federal Higher Education Opportunity Act (HEOA) of 1965, as amended and effective on July 1, 2010.

## **It is expected that the institutions:**

- Shall submit to the Associate Commissioner of Academic and Student Affairs the institutional textbook policy on an annual basis;
- Shall provide a textbook report containing a summary of textbook purchase/rental options available to students to include textbook cost per credit hour for various options.

## ***Process***

1. A university shall submit an electronic copy of the ***Institutional Textbook Policy*** and the ***Textbook Report*** to the Office of Academic and Student Affairs (OASA) annually by August 1<sup>st</sup>. This information will be presented to the Board of Trustees on the Information Agenda at the August meeting.