



Dual Enrollment Textbook Loan Agreement Fall 2018

The Dual Enrollment book award covers textbooks, e-books, or access codes that are required for the class. All loaned textbooks and materials remain the property of Southeastern Technical College and are subject to the terms and conditions outlined below. All Dual Enrollment students are expected to return their loaned textbooks, including any ancillary items that may be included, to the Southeastern Tech campus at the end of each semester. Students are responsible for any additional materials given to them as part a Dual Enrollment course. This agreement is available via the Web or at the time of pick-up.

NOTE: Students receiving freely loaned textbooks must pick them up in a timely manner.

Dual Enrollment Textbook Loan Terms:

1. I understand that I am taking part in a loan program. My loaned textbook(s) shall remain the property of the College and I am responsible for returning the textbook to the College. All loaned textbooks must be returned to the **Dual Enrollment Textbook Room (Main Building, Room 320) on the Vidalia Campus** OR the **College Bookstore (Building 2, Room 2173) on the Swainsboro Campus**. NOTE: Even for sequential courses that will require the same textbooks, the book(s) must be turned in by the deadline. Students will need to sign a new agreement and the textbook will be loaned to the student taking the sequential class the following semester.
2. I understand that if the loaned books are not returned, are returned in damaged condition, or are returned past the deadline of **5 PM on December 5, 2018**, I am, or, if under 18, my parent/legal guardian is responsible for late/damage/lost fees and will be subject to a registration hold which results in me (or the student) not being able to register for forthcoming classes nor receiving grades until the late/damage/lost fee is paid in full. I understand the late/damage/lost fee is equal to \$75 or the retail cost of the book less \$75, whichever is less.
3. I understand that I must return the loaned textbook(s) in good and salable condition as determined by the STC Dual Enrollment Textbook Manager. Furthermore, I am not allowed to mark, highlight or write in my loaned textbook(s).

Student Name: _____

Student ID: _____

High School: _____

Student Contact Number: _____

Student Email Address: _____

Student Signature: _____ Date: _____

Parent/Legal Guardian Signature: _____ Date: _____

(If student is under the age of 18)

Parent/Legal Guardian Phone Number: _____