



## Ashton College

**Policy No:** 1016

**Responsibility:** President

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### *POLICY*

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**TITLE:** Textbook Purchasing

**CATEGORY:** Student

**APPROVED BY:** President

**EFFECTIVE:** June 5, 2006

**REVISED:** August 7, 2007 January 22 2008

**RELATED POLICIES:**

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### **Purpose**

The purpose of this policy is to establish the procedures for how students can buy and sell textbooks.

### **Policy Statement**

- 1) Students pay for all textbooks when they purchase them unless the cost of the textbook is included in the price of the program or course.
- 2) Students pick up textbooks for a class in accordance with the published bookstore times or in accordance with the specific program or course requirements.
- 3) Once students pick up a book they cannot return it. They can sell it privately on the book buy/sell bulletin board.
- 4) Students are allowed and encouraged to sell their used textbooks to each other and buy used textbooks from other students. This is facilitated by the College through a public bulletin board, but the College is in no way involved with the actual transaction.