

TEXTBOOK RENTAL POLICY

Students are encouraged to be fully informed of the program terms and requirements prior to participating in the textbook rental program. Participation in the textbook rental program is voluntary and constitutes agreement with the terms and acknowledges an understanding of the additional expenses the student may incur if the student fails to meet the program requirements.

Prior to the start of each semester textbook rental (and sale) start dates and times are announced. Students may purchase the rental textbook at a new retail (replacement) price or rent textbooks in the program to realize a savings of approximately 60%.

Students must be registered for the class in order to rent a textbook and must bring a course schedule and their student ID number with them at the time of the text rental or purchase.

Textbook are to be returned within the first two weeks of class for a rental refund if a class is dropped or changed. A receipt must be presented with the textbook to obtain a refund.

TEXTBOOK RETURN POLICY

Rental textbooks may be returned to any MSTC bookstore before or on the due date. The return due date is usually the end of the day following the last day of class of the semester. The due date for the semester is communicated to students at the time of rental and throughout the semester via email, posters, electronic boards and a post card. The student is solely responsible for returning the rental textbook(s) on time to avoid additional expense.

Bookstore staff will inspect and determine if the returned textbook's condition allows future rental. Damage such as torn covers, torn or missing pages, water damage, excessive highlighting or writing in the book are some examples of reasons a book return may be denied. If a book return is denied the student will pay the difference between retail and rental price plus sales tax.

Students who do not return rental textbook(s) by the due date will be charged the retail price, less the rental fee paid, plus a \$20.00 processing fee plus sales tax per textbook. The charges and a hold will be placed on the student account, thus restricting the student from registering for future classes and obtaining records.