

MEMO

Deadline: Friday, March 24th, 2017
Return to Kim Lacking-Quinn

TO: Faculty
FROM: Kim Lacking-Quinn
DATE: March 1, 2017
RE: **Fall 2017** Textbook Order form

Instructor's Name: _____

Please give me your textbook selection no later than **March 24th, 2017** so an appropriate order can be registered at the bookstore and a desk copy(s) can be ordered if needed. **Please return this form even if you are using the same textbook used previously.** I will still need the ISBN and title of the textbook for my records as well as for student information in the Schedule of Classes.
I appreciate your anticipated cooperation. Thank you.

COURSE: _____

ISBN(S): _____

AUTHOR(S): _____

TITLE(S): _____

PUBLISHER(S): _____

EDITION (latest?): _____

DO YOU NEED A DESK COPY ORDERED FOR YOU? Yes _____ No _____

DO YOU NEED ANY SOLUTION MANUALS FOR YOURSELF? Yes _____ No _____

****IS THIS TEXTBOOK REQUIRED or OPTIONAL?** Required _____ Optional _____

SHOULD THE BOOKSTORE ORDER ANY SUPPLEMENTS FOR THE STUDENTS?
Yes _____ No _____

IF YES, WHAT? _____

