



FACULTY REQUEST TO ASSIGN THEIR OWN TEXTBOOK FORM

Faculty Name: \_\_\_\_\_

Department: \_\_\_\_\_

School: \_\_\_\_\_

Course Title: \_\_\_\_\_

Title of Book: \_\_\_\_\_

Semester: \_\_\_\_\_ Date: \_\_\_\_\_

AFFIRM:

This book is properly copyrighted by me or the publisher.

This book will be available for open sale.

I will not sell this book directly to students.

To the best of my knowledge, all of the above information is complete and accurate.

\_\_\_\_\_  
Faculty Member

\_\_\_\_\_  
Date

In approving this, the faculty member's supervisor certifies that the request is within the context of approved policies and that the documentation for this request will be retained by the approving authority for two (2) years.

\_\_\_\_\_  
Supervisor, Title

\_\_\_\_\_  
Date

IF PERMISSION IS REFUSED, PROVIDE REASON(S) BELOW:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Supervisor, Title

\_\_\_\_\_  
Date