

Official Book Request

Date: _____ School Of: _____

Course Number: _____ Course Name: _____

Dept. Of: _____ Number of Students Expected: _____

This Book Will Be Used: Fall Spring Summer
 (Check One: Use a Separate Sheet for Each Semester)

Class Begins: _____

First Author: _____

Title: _____

Edition: _____

ISBN: _____

Publisher: _____

This Books Is: **REQUIRED** **RECOMMENDED**

Definition of required: The student will be tested from this book

Person To Contact: _____ EXT: _____

Requested By Professor: _____ EXT: _____

Approval of Chairperson: _____ Date: _____

Book Request Must Be Received By The Bookstore 6 Weeks Before The Start Of Class.

-----For Bookstore Use Only -----

REC'D REQ	IN STOCK	# ORD'D	SOURCE	PO#	DATE ORD'D	REC'D