



Student Support Services Textbook/Resources Loan Contract

The Book Loan program is a service reserved for SSS participants who meet the following criteria:

- Enrolled and active in SSS for at least one semester.
- Completed New/Returning Student Orientation prior to loan request.*
- Completion of one scheduled mandatory workshop.
- Have no outstanding books currently on loan (only one book is loaned per semester).
- Have no history of failing to return books by the due date.

*For fall requests, returning students must complete orientation in the first week of the fall semester.

Please complete all requested information.

Name _____ Date _____

TROY Email _____ Phone _____

Address _____ City _____ Zip _____

Current Semester & Year _____ Semester book/resource needed _____

Textbook/Resource:

Title _____

ISBN: (found on back of book) _____

Author(s): _____

Retail Price _____

Instructor's Name _____ Course and Section number _____

I understand that by signing this contract I have agreed to return the borrowed book to Student Support Services in the condition that I borrowed it. Failure to return the book by the last day of finals week, or in its original condition will result in Student Support Services charging my student account for the full retail price and the loss of my borrowing privileges.

Signed _____ Date _____

<p><u>For office use only</u></p> <p>Date checked out _____ Date due _____ Staff signature _____</p> <p>Book return date _____ Any adverse action taken against student? _____</p> <p>If yes, what actions were taken? _____</p> <p>_____</p>
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