

BLUE MOUNTAIN COLLEGE

Policies and Procedures

AREA: Academic Affairs

NUMBER: Policy 2.20

SUBJECT: Textbooks

1. Selection and Ordering Textbooks

Every textbook used at Blue Mountain College should be appropriate to the course in which it is used; it also must be judged appropriate to the mission of Blue Mountain College as a Christian institution. The primary responsibility for the selection and ordering of textbooks rests with the professor, subject to review by the Department Chair. All textbooks are provided by an exclusive contract with eCampus. The number of books to be submitted to eCampus is the responsibility of the professor using class enrollment statistics provided by the Registrar's Office. Most publishers provide links on their website for ordering desk or examination copies of a textbook. It is the responsibility of the professor to obtain these from the publisher.

2. Textbook Buyback and Return

The student has the option to sell used textbooks to eCampus who provides a textbook buyback service. The Blue Mountain College Bookstore does not purchase used textbooks. The eCampus website posts a return policy for textbooks which students may access through the College website at www.bmc.edu.

SOURCE: Board of Trustees: October 04, 2002; June 19, 2006.