Course Materials Sold to Students

If you are offering courses during the upcoming semester in which materials are sold to students, please complete the bottom portion of this page and return it to Student Account Services. We will charge all enrollees. If students drop the course the charge will remain unless we are told to remove the charge.

Course material charges should be outlined in the course syllabus.

Forms must be received **no later than one week after the first day of the semester**. Any forms received after the deadline will not be charged.

Nothing except these materials should be charged against your materials FOAP. If the materials are photocopies, the account # would be 7154

Agriculture Stu Mat	D366 81000 xxxx 199	Natural Sciences	D355 81000 xxxx 199
Chem/Physics Stu Mat	D361 81000 xxxx 199	Computer Sc Stu Mat	D362 81000 xxxx 199
Education Stu Mat	D360 81000 xxxx 199	Fam & Cons Sc Stu Mat	D364 81000 xxxx 199
Geog/Geol Stu Mat	D368 81000 xxxx 199	Hist/Soc Sc Stu Mat	D365 81000 xxxx 199
Phys Educ Stu Mat	D363 81000 xxxx 199	Psych/Soc/Coun	D358 81000 xxxx 199
Communications	D357 81000 xxxx 199	Business	D371 81000 xxxx 199
English Stu Mat	D386 81000 xxxx 199	Math/Statistics	D405 81000 xxxx 199
Shoot Sports Activity	D216 81000 xxxx 199	FPA Student Mat	D419 81000 xxxx 199
Ag Lab Fees	D456 81000 xxxx 199		

Thank you for your continued cooperation!

Trimester:	**Contact Person:**	**Ext. #**

COURSE #	**CRN(S)**	**PRICE**	**TAX** *Item is taxable?*	**DEPT/ PROGRAM**	**DESCRIPTION**	**COURSE TITLE**	**FOAP**
Example: 08-419	10580, 10581	$4.63		Psych	Lab Manual	Senior Seminar	D358 81000 xxxx 199
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Please note that materials are to be sold to cover your cost only**. Sales tax of 9.1%** applies.