

BEVILL STATE COMMUNITY COLLEGE
Textbook Adoption Proposal

ALL Textbooks are adopted for a two-year minimum period. An updated syllabus must be sent as an attachment with this form. The syllabus **MUST BE** sent as a *Word Document*.

1. Course for which new adoption is proposed: _____

2. Proposed Effective Date: _____
3. Title, Edition, and Author of proposed textbook: _____
 _____ Year Copyrighted: _____
4. International Standard Book Number (ISBN): _____
5. Publisher: _____
6. Select one of the following: Paperback Hardback Other (Describe) _____
7. Does the proposed textbook cover all courses if there is a continuation of subject offerings in this course? Yes No
8. Will the proposed textbook be custom packed? Yes No
 (Note: Custom packs greatly limit the bookstore's capability of returning books to the publisher.)
9. Number of remaining volumes of the textbook currently used before the proposed adoption: _____
10. List all instructors who have reviewed the proposed textbook. _____

11. Was the current textbook custom packed? Yes No
 (Note: Only 10% of remaining volumes may be returned to the publisher.)
12. Recommended by:
 - oCurriculum Chair, Campus (Date): _____
 - oCurriculum Representative, Campus (Date): _____
 - oCurriculum Representative, Campus (Date): _____
 - oCurriculum Representative, Campus (Date): _____
13. Action Requested: Approved Disapproved

 Signature – Appropriate College-Wide Associate Dean

 Date