

**TEXTBOOK ADOPTION FORM
SHAWNEE COMMUNITY COLLEGE**

COURSE NUMBER: _____ DIVISION: _____

COURSE TITLE: _____

PRESENT TEXT

AUTHOR: _____ TITLE: _____

PUBLISHER: _____ EDITION: _____

ISBN: _____ PRICE: _____

PROPOSED TEXT

AUTHOR: _____ TITLE: _____

PUBLISHER: _____ EDITION: _____

ISBN: _____ PRICE: _____

How long has the present text been used? _____

Is this proposal the consensus of the division? _____

Justification for proposed change: _____

STEPS FOR APPROVAL

1. INSTRUCTOR _____ DATE: _____

2. CHAIRPERSON _____ DATE: _____

3. BOOKSTORE COMMENTS _____ DATE: _____

4. DEAN'S APPROVAL _____ DATE: _____

5. PRESIDENT'S APPROVAL _____ DATE: _____

NOTE: The divisional chairperson and dean should maintain a file copy.

Official textbooks are approved by the Board of Trustees upon the recommendation of the College President.

Effective _____

Revised: December 3, 1993