
STUDENT SUPPORT SERVICES MEMORANDUM

To: SSS Students
From: SSS Office

Subject: Book Loan Program
Date: fall 2002

Application DEADLINE is Thursday, September 5, 2002

The SSS Book Loan Program is available to all active Wilkes-Barre SSS students. If you are enrolled in an English, Math, Reading or Speech course offered on our campus, you may request a Book loan for one (1) of these courses. To participate notify our office by filling out and returning this application to our office, H 302, as soon as you have finalized your schedule.

Student Name (print) _____ **SSN:** _____

Address: _____ **City** _____ **Zip** _____

Email Address: _____ **phone #** _____

Course/Section _____ **(Limit 1 course)**

SSS Book # _____ **ISBN #** _____ **Cost \$** _____

Title _____ **Ed** _____

Author _____

We buy books only once a semester. ALL books purchased by the SSS office are the property of SSS and **MUST** be returned to our office at the end of your participation in the class.

End of participation includes dropping the course, withdrawal from the University and conclusion of the semester. The participating student will incur no cost for book unless they fail to return the text in good reusable condition. Failure to return text will cause the SSS office to place a hold on your University Account for the replacement cost of the issued text.

Do not write below this line until book(s) is issued.

| |
|---|
| <p>Contract: As a participant in the SSS book program I agree to attend at least 3 SSS activities this semester. I agree to use the book(s) listed below for the current semester and accept responsibility to return said book(s) at the completion of the semester in good reusable condition. That I understand if the book(s) listed are damaged or lost, I will pay for the replacement book(s) at full cost. Failure to complete at least three (3) activities, one of which must be an SSS academic workshop (A), will result in my full payment for the book(s). Failure to return this book(s) will cause a hold to be placed on my student account for the cost of the book(s).</p> |
|---|

Student signature

pick up date

return date

Witness

pick up date

return date

This page is only for additional books if required by the course indicated on the front of this form

SSS Book # _____ ISBN # _____ Cost \$ _____

Title _____ Ed _____

Author _____

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Author _____

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Author _____

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