



TEXTBOOK LOAN STUDENT CONTRACT

NAME: _____ ID# _____

FULL ADDRESS: _____

EMAIL: _____ PHONE: _____

NEAREST RELATIVE NAME AND PH: _____

MAJOR/DEGREE declared: _____

*** Student MUST notify the ARC with any change in contact information ***

READ THE FOLLOWING PROGRAM GUIDELINES:

1. Must be enrolled in at least **6 ECC** credit hours as a Technical/Occupational student and demonstrate financial need.
2. Book request must be for a current semester **ECC course**.
3. Failure to return a book or replace a lost, stolen, or damaged book by the **DUE DATE** will result in a block being placed on the student's records.
4. If a book is returned **PAST** the due date and the book is no longer being used for the course, the student must replace the book with the **current** book being used.
5. Student must set an appointment to meet with an ARC advisor at least **ONCE** during the semester as well as participate in one campus event (must verify attendance at event).
6. Students are also required to participate in the Early Intervention Program at ECC and agree to notify the ARC with any issues or concerns.
7. Failure to adhere to this contract agreement may result in student suspension from receiving future ARC services. **PLEASE RETURN BOOKS ON TIME.**

I understand the above rules and guidelines and agree to take *full responsibility* of the ARC books that are in my care. I also authorize the ARC staff to speak with my instructors for the purpose of gaining information pertinent to my success.

Signature: _____ Date: _____

*Textbook(s) **MUST** be picked up from the Library within **48 hours** or it will be re-released!

TEXTBOOK DUE DATE: _____ INITIAL: _____ ARC Staff: _____

Return book to Library. THANK YOU!!!!!!!

BOOK #1: _____ Edition: _____

BOOK #2: _____ Edition: _____

BOOK #3: _____ Edition: _____

