

Running Start Textbook Loan Application

<i>Office Use Only</i>	RECIEVED
Date _____	Time _____

Print Last Name _____ Print First Name _____ SID _____ Graduation Year _____

Address _____ City _____ Zip Code _____

Home Phone/Cell Phone _____ E-mail Address _____

I agree to return the books to the Running Start Library in the Humanities and Student Services building, Room 208. I understand that I am responsible to return loaned textbooks by the last day of the quarter, or if/when I withdraw from the class(es). If I do not return the books by the end of the quarter, I understand I will forfeit eligibility to borrow textbooks the following quarter and I will have a hold placed on my records (transcripts). I understand that if I do not return the textbooks I will be responsible to reimburse the college for the cost of the textbooks.

By signing I acknowledge I have read and understand the above statement. _____

Student Signature

Date

Olympic College Campus (Circle One) **SHELTON** **POULSBO** **BREMERTON** Quarter/Year _____

Please print clearly and fill in all required fields (*), **list required books only**. (Shaded areas for office use only)

Reg/W/L	*Course ID <small>(i.e ENGL 101)</small>	*Item Number <small>(i.e. 4250)</small>	*ISBN	*Title of Required Course Materials	*Edition	*Purchase Used Price	*Purchase New Price	Purchased	Loaned	Returned
							TOTAL COST			

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Student is eligible for the Running Start Tuition and Fee Waiver.

Student has returned previous quarter books, or this is the first quarter student is borrowing books.

_____ Running Start Verification Signature

_____ Date

Running Start Textbook Loan Library Application

Running Start is a Washington State dual credit program that allows high school juniors and seniors to enroll in college courses tuition-free. Running Start students are responsible for additional expenses, such as fees, textbooks and transportation, however, they are not eligible for traditional financial aid. The Olympic College Running Start Textbook Loan Library has been established to provide assistance with some of the required textbooks for low-income Running Start students.

Eligibility: Students that are eligible for the Running Start Tuition and Fee Waiver meet the eligibility requirements to participate in the Textbook Loan Library.

Textbook Loan Library Application: Complete and sign the Textbook Loan Application indicating only the required textbook needed for the quarter. Applications can be submitted to the Running Start Office in the Humanities and Student Services building, Room 208, or at OC Shelton, or at OC Poulsbo.

Books will be loaned on a first-come first-served basis. Additional books may be purchased to loan to students depending on funds available. Students may apply to borrow books for the Fall, Winter, and Spring quarters.

Textbook Loan: Running Start staff will loan available required books to students from the Textbook Loan Library for classes funded by the Running Start program. Textbooks must be returned to the Running Start Office, Humanities and Student Services building, Room 208, or OC Shelton or OC Poulsbo by the last day of the quarter or at the time of withdrawal from class(es).

Book loan funds are limited. Students may receive help with only some books, we cannot guarantee help with all of the books a student might need. Students who do not return books at the end of the quarter will forfeit eligibility to borrow books the following quarter. A student who does not return textbooks in a timely manner may also have a hold placed on their student records (registration and transcripts) and is responsible to reimburse the college for the cost of the books.

Textbook Limitations: The Textbook Loan Library **cannot** assist students with the following:

- Online access codes
- Textbooks that are packaged with online access codes
- Workbooks
- Textbooks that are packaged with workbooks
- Books that are “loose leaf” (LL)
- Lab manuals
- Solutions manuals
- Textbooks listed as optional