

Request of Funds for Book Purchases Off-Campus

After you have been awarded aid on your OASIS account, you may go online or in person to obtain a price quote to attach to this worksheet. This worksheet must be submitted during the time books first go on sale through the 7th day of the semester class start date. After completing this worksheet and attaching the required documents, please submit to the Dean of Student Financial Services. A check for the approved amount will be issued (during the next business office check cycle) to the student for the purchasing of books off or on campus.

Amount Request: _____

I am requesting the funds to purchase college textbooks off campus, and I understand that I am responsible for all charges if I do not receive financial aid or stop attending classes.

Printed Name: _____ Student ID: _____

Student Signature (please attach copy of photo ID) Date

Campus Store Signature Date

FA Advisor Signature (Does student have sufficient funds) Date

Dean of Student Financial Services Date

Approved:

Denied:

Amount Approved: _____