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2. New Adoptions - The adoption must be approved and submitted by the Department Head.
3. If there is one rental book per course, all sections must use the book.
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5. Online forms are available to adopt, change or discard a rental book:

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Information requested for adoption includes ISBN number, title, author, volume, edition, copyright year, publisher, estimated quantity, book type (paper/hardback) and all semesters in the academic year that the course is taught. *Book Orders are placed by the listed ISBN SBN*

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