

**Required Course Materials Fee Opt-Out Form**

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| **PLEASE PRINT** |
| **First Name:** | **Last Name:** |
| **Student ID:** | **Term (Fall, Spring or Summer) and Year:** |
| **Course Number and Name:** |

Required course materials for one or more of your courses are included in the tuition and fees charged for the current semester at a reduced cost. In order to purchase required course materials on your own, please read below and understand your rights and responsibilities when doing so.

* You will be fully responsible for purchasing and receiving all required course materials for each course. The required course materials may cost more than the reduced course materials fee attached to your course(s).
* If you “opt-out” through the completion and submission of this form, you will not be permitted to “opt-in” at a later date during the semester.
* Your student account will be credited for the reduced course material charge(s) attached to your course(s).

Your signature indicates that you have read and fully understand the conditions surrounding your choice to opt out of receiving your required course materials through this program.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**INSTRUCTOR AND BUSINESS OFFICE USE ONLY**

Instructor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Received: \_\_\_\_\_\_\_\_\_\_\_

Business Office Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Received: \_\_\_\_\_\_\_\_\_\_\_