



TEXTBOOK REQUEST FORM

Per the Ohio Revised Code, Granville Christian Academy will be responsible to provide College Credit Plus (CCP) textbooks for all eligible and participating Students. It is the responsibility of the student to complete this required textbook request form and submit the form to Pat Johnson, CCP Coordinator. Every effort should be made to submit this for **at least one month prior to the start of each term (semester)**. This will aid with order accuracy and in timely shipping and delivery. All CCP schedule changes (added or dropped courses) must be communicated ASAP to the CCP Coordinator.

Student Name: _____

Grade Level (2022-2023): _____

Term (circle one): Summer Fall Spring

College Name: _____

Does the College/University expect or require the student to order the textbooks? YES or NO

*If YES, has the order already been placed? YES or NO Date of placing the order: _____

Does the College/University expect GCA to place the order for textbooks? YES or NO

Course Name & Number: _____ Section: _____

Textbook Name & ISBN: _____

Textbook Name & ISBN: _____

Course Name & Number: _____ Section: _____

Textbook Name & ISBN: _____

Textbook Name & ISBN: _____

*****If more than two courses are being taken in a single term, please submit multiple forms.***

By signing this form, I understand that any and all CCP materials (textbooks, supplemental materials, consumables, etc.) provided for my use by Granville Christian Academy (GCA) are the property of GCA. I will communicate any changes to my CCP schedule to GCA as soon as possible after the change is made, as well as submit a new textbook request form. I agree to return textbooks and materials to GCA in the same condition in which I received them. If I fail to return material provided by GCA, or fail to return materials in the same condition, I will be responsible for the cost of replacement. I further understand that if the textbook(s) is a rental, that it is my responsibility to return the rented item(s) according to the rental agreement & vendor used. I have read the GCA CCP policy and I understand my responsibilities.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

For Office Use Only:

Date received: _____ **Date processed:** _____ **Processed by:** _____ **Revised: 6/14/22**