

NOTE: Books are NOT shipped until this agreement is signed and presented to CCV site office.

EXPIRATION DATE FOR SPRING 2010 SEMESTER: Friday, January 29, 2010

COLLEGE TERM (check only one): Fall Spring Summer Year _____

STUDENT INFORMATION:

Name _____

Colleague ID _____ E-mail or phone _____

SPONSOR INFORMATION (please print):

Sponsor Name/Contact Person _____

Mailing Address _____

Telephone _____

Email Address _____ OK to bill by email

Authorized Sponsor Signature _____ Date _____

- Please indicate the maximum dollar amount your sponsor will pay. We will assume the sponsor will cover all charges checked below if an amount is not given. \$ _____
- By signing this form, your sponsor agrees to pay the costs directly to Community College of Vermont upon receipt of an invoice. This contract binds the sponsor to pay the above charges regardless of the student's performance/completion in our course or the sponsor's program.
- Please check below the charges that your sponsor will be paying for:

<input type="checkbox"/> Books	<input type="checkbox"/> Tuition	<input type="checkbox"/> Materials/Equipment Fee	<input type="checkbox"/> EdMap
<input type="checkbox"/> Shipping/Handling (if applicable)	<input type="checkbox"/> Enrollment Fee	<input type="checkbox"/> Lab Fee	<input type="checkbox"/> UVM

You may either fill this out by hand, or print out a view of the books in your basket:

Course Number	Book Title	Book Price
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

IMPORTANT: Remember to submit your voucher to your local CCV site office and order/purchase your books before the January 29, 2010 deadline.

Shipping _____

Total Due _____

I authorize the use of Title IV (ie: federal financial aid) to cover the cost of books reflected in total amount due. I agree to pay the total amount due in the event that Financial Aid and/or third party authorization is not forthcoming. I understand that if this amount is not paid within 30 days, any further registrations will require cash payment at registration. I further understand that I will be liable for all reasonable costs necessary for the collection of my balance outstanding at the end of the college term.

Student Signature _____ Date _____

Student Email Address _____ Phone _____

Voucher Deadline: Friday, January 29th, 2010 is the last day for textbook vouchers to be used at the UVM Bookstore and EDMAP. The bookstores close at 4:30pm.

How to find UVM Bookstore textbook prices for Burlington classes:

Go to the UVM Bookstore link: HYPERLINK "http://uvmbookstore.uvm.edu/"<http://uvmbookstore.uvm.edu/>, which opens on **Monday, January 4th.**

Scroll down to "Buy Textbooks"

"Select a Campus Term", Spring 2010

Choose class, section number and instructor

If you are ordering your books online allow \$15.00 for shipping fees

Refund Caution: The UVM Bookstore will not give refunds for textbooks that have been written in or for shrink wrapped sets that have been opened.

Before going to the UVM Bookstore, bring your completed and signed textbook voucher to the Pearl Street receptionist. CCV staff must enter your voucher into a database **24 hours** before you can pick up your books.*

To order textbooks for other CCV site classes and for Online classes:

Go to HYPERLINK "http://www.shop-edmap.biz/bbg"<http://www.shop-edmap.biz/bbg> , which opens on **Monday, January 4th.** .Click on the site where you will be taking courses, or click on Online courses

When placing your book order, your student ID number will be used as the voucher number.

Allow \$15.00 for shipping fees

Before ordering your textbooks from EDMAP, bring your completed and signed textbook voucher to the Pearl Street receptionist. CCV Staff must enter your voucher into a database **24 hours** before you can place your order.*

****In order for your voucher to be processed in a timely manner, we must have your name, student ID number, contact information, textbook names, textbook prices and signature on the voucher. If you have any questions regarding your voucher, you may contact Lisa Haskins by phone or email at 865-1383 or Lisa.Haskins@ccv.edu***