

DUAL ENROLLMENT FAQs SPRING 2023

1. Is a contract required to borrow the books?

Yes, there is a required agreement. You, the recipient of loaned textbook(s), must be either 1.) 18 years of age or older or 2.) If under 18 years of age, your parent or legal guardian must sign the agreement as outlined below. They become responsible for the return of the loaned textbook(s).

NO ONE UNDER 18 WILL BE LOANED A BOOK WITHOUT A SIGNED AGREEMENT AS OUTLINED BELOW.

2. I understand I get to borrow books for free. Do I have to pay for any materials for my classes?

The DUAL ENROLLMENT book award covers required textbooks, some access codes, and e-books only. The Loch Shop is only required to provide the least expensive version of a required book, which may be an e-book or online access. The Loch Shop will not provide print versions of textbooks for classes using OpenStax or other online materials. The Loch Shop is not responsible for providing course-related items like lab kits, recommended books, study aids, etc. Non-book items required for class are considered a “course-related fee or supply” that students will need to pay for out of pocket.

3. What is a course-related fee or supply?

Per the definition provided by Georgia Student Finance Commission, course-related fees or supplies are those “fees or supply items required for participation in a specific course and all students enrolled in the specific course are required to pay a fee or purchase such items.” Examples of course-related fees are materials, software, supplies, tools and equipment required for a specific course.

4. Am I responsible for bringing back the textbooks I borrow for DUAL ENROLLMENT classes?

Yes, physical books will be **loaned** to you and will remain the property of Clayton State University. You should never attempt to sell these books or give them away. They are your responsibility to return to the Loch Shop, and you may incur penalties for not returning your physical textbooks. You do not need to return the physical packaging for any access codes you may have issued, only printed materials.

5. What if I lose the book? What if I damage the book?

The student will be charged a late/damaged fee plus a “registration hold” which could result in you not being able to register for classes or receive your current grades until your late/damaged fee has been settled. Damaged books remain the property of Clayton State University and should still be turned in, and a late/damaged fee will be assessed.

6. When must I return the loaned books to the Loch Shop?

For the Spring 2023 term, on or before May 8, 2023. Any damages that might occur during shipping are the responsibility of the party who was loaned the textbook at the beginning of the semester. The Loch Shop is not responsible for mailed books received late or books damaged during shipment. These loaned books remain the property of the Clayton State University and you will be charged the late/damaged fee.

7. What if I drop a class?

If you drop a class, you are no longer considered a Dual Enrollment student for that particular class, and, as such, you will need to return your loaned textbook back to the Loch Shop within one week of dropping the class to avoid being billed the full retail price of the book. You may contact sm8307@bncollege.com with any addition questions. You will not be allowed to pick up books for any newly added class(es) if you have not returned the book(s) for the dropped classes.

8. What if I have sequential classes, do I have to bring back any loaned books after finals?

It depends on whether your book is a physical print book, or an e-book:

- If you are in a sequential class and the sequential class is using the same physical print book, you must return the book by the deadline of May 8, 2023, and you will be reissued the book for the next class at the beginning of the following semester.
- If you are in a sequential class and the sequential class is using the same digital e-book with a one-year access, **you will need to reuse the same login credentials for both classes.** Otherwise, if you create a new log in, you will lose your previous data.
- You will not be issued a second code for a sequential course
- If you are in a sequential class and the sequential class is using a digital e-book with only a 6-month activation period, you may need to create a new login for the new digital e-text being used in the next class.
- NOTE: *Please check with your professor to see if the digital e-text being used is for a one-year activation period or a six-month activation period.*

9. Do I need to place an online order for my books for SPRING 2023 term?

No, a Loch Shop staff member will prepare your course materials on your behalf.

10. When will I receive my books for SPRING term?

Dual Enrollment pick up days will be May 8, 2023. If you have a course listed as having physical materials, you will come to the Loch Shop during this time to receive your course materials. If your course shows that you have digital material, check your Clayton State email during this time period to find your digital access.

11. Will all of my classes require a textbook?

- No. Refer to the spreadsheet for a list of courses that do not currently require materials

12. Download your textbook for FREE from openstax.org for the following courses:

- ASTR 1010, MATH 1111, MATH 1112, MATH 1113, MATH 1401, MATH 1501, MATH 2502

13. Please refer to the spreadsheet for the courses that will be processed digitally and sent to your Clayton State email address. Please follow the directions in the email to access your digital content.

14. Does my ECORE course require a book.

- No, you will not receive any materials for your ECORE course. Your professor will provide with the resources for those courses.

PHYSICAL		DIGITAL		NO TEXTBOOK REQUIRED			
AFAM 2010	ALL	BIOL 1151	ALL	ART 2301	ALL	HIST 1111	90
BIOL 1107	ALL	BLAW 2106	ALL	BIOL 1107L	ALL	HIST 1112	91
BIOL 1108	ALL	CHEM 1211	ALL	BIOL 1108L	ALL	HIST 2111	01
BIOL 1111	ALL	CHEM 1212	ALL	BIOL 1111L	ALL	HIST 2112	91, 93
CHEM 1151	ALL	CRIT 1101	ALL	BIOL 1151L	ALL	MATH 1221	91
CHEM 1152	ALL	CSCI 1371	01	CHEM 1151L	ALL	MATH 1401	ALL
CHEM 2412	1	FILM 2100	ALL	CHEM 1152L	ALL	PHIL 2010	90
CSCI 1301	01, 02	HMSV 3010	90	CHEM 1211L	ALL	PHYS 1111	01
CSCI 1302	02	ITFN 1101	90	CHEM 1212L	ALL	PHYS 1111L	01
ECON 1101	ALL	MATH 1101	ALL	COMM 1001	ALL	POLS 1101	ALL
ECON 2105	ALL	MATH 1111	ALL	COMM 1002	ALL	POLS 2101	90
ENGL 1101	ALL	MATH 1112	ALL	COMM 1110	ALL	SOCI 1101	ALL
ENGL 1102	ALL	MATH 1501	ALL	CRJU 1150	90	SPAN 1001	ALL
ENGL 2131	90	MATH 2020	01	CSCI 1100	01	SPAN 1002	ALL
ENGL 2132	90, 91	MATH 2503	1	CSCI 1301	04	SPAN 2001	ALL
ENVS 2202	ALL	POLS 2401	90	ENGL 2131	1HC	SPAN 2002	ALL
FREN 1002	01	PSYC 2110	90				
HIST 2112	1, 3, 4, 91, 94, 95	SCI 1901B	90				
HIST 2750	90, 92	SOCI 1160	90				
PSYC 1101	ALL	SOCI 2293	90				
PSYC 2103	ALL						
PSYC 3350	91						
OPENSTAX		NO TEXTBOOK INFO					
MATH 2502	02	EDUC 2120	01				
		HIST 2111	90, 91, 92				
		MATH 2140	01, 02				
		PSYC 2105	90				
		SCI 1901D	90				