TITLE: Bookstore Used Book Buy-Back Policy

RATIONALE: The purpose or function of this policy is to establish a procedure for the Bookstore to buy back used books from students.

POLICY STATEMENT

At the end of each semester the Bookstore will buy back used books from students. The Bookstore will buy back for 50% of purchase price any current edition book in good condition provided that the Bookstore is not overstocked. This applies to books that will be used at BSC/NRCTC during the next semester. The Bookstore will buy back books that are not being used at BSC/NRCTC and are listed in a College Textbook Buying Guide. The Bookstore will pay the Buying Guide price for these books.

On books that will not be used at BSC/NRCTC during the following semester, the student will have the option of holding the book if he/she thinks it will be used at BSC/NRCTC during a future semester or selling the book at the College Textbook Buying Guide price.

The buy-back period at the Bluefield Campus Bookstore will be the week during final exams for the fall and spring semesters and the last day of the second summer term. The buy-back period for NRCTC Campus Bookstores will be the last two (2) days of exams for the fall and spring semesters and the last day of the second summer term.

The Bookstore will resell used books at 75% of the new book price.

Book orders from the Campuses must be complete and turned in to the Bookstore six (6) weeks prior to the first day of exams of the current semester.

RELATED POLICIES:

RESPONSIBLE OFFICE: Director of Bookstore

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Approved by President  Date