**PSEO Textbook Procedures**

Winona State University provides students admitted through the PSEO program required course textbook material. This material is the sole property of Winona State Bookstore and **must be returned to the WSU Bookstore service counter on the final day of the term.**

Steps to obtain course textbooks for the PSEO Program:

\*You must present your **FINAL CLASS SCHEDULE** to the WSU Bookstore service counter.

\*Schedules presented to the Bookstore by 5:00 on Monday the first day of the term can be picked up after 12:00 noon on Wednesday at the Bookstore. Schedules presented after Monday can be picked up 48 hours after schedule was submitted to the Bookstore.

\*At pickup you will be required to sign an invoice and this procedures agreement.

\*Any course materials that are no longer needed due to schedule changes must be returned prior to the last day to drop or add courses for fall term, **January 16, 2015, in same condition as purchased** to receive credit.

\*You agree to return all course textbooks by the last day of the term, **May 8, 2015** for the spring 2015 term. You agree that you are **financially responsible for the cost of material not returned or returned damaged by this deadline. Your student account will be charged the cost of material plus a $10 late fee per item.**

I have read and understand the WSU PSEO procedures as outlined above and accept responsibility for all course textbook material and charges under these terms and conditions.

**Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Warrior ID \_\_\_\_\_\_\_\_\_\_\_\_\_\_**