

Textbook Rental Service

The Textbook Rental Service provides the students of Eastern Illinois University with quality textbooks at an affordable cost. This service enables all students to take advantage of the educational opportunities offered at the university, and to participate fully in their learning experiences, regardless of their financial resources.

BE SURE TO PROTECT YOUR TEXTBOOKS AT ALL TIMES. Carry textbooks in a waterproof book bag or backpack, keep them away from food and drink and all other potentially damaging situations, including all weather-related conditions.

IF YOUR TEXTBOOK IS ACCOMPANIED BY SOFTWARE - CD ROM, DVD, ETC., - THESE MUST BE RETURNED IN SATISFACTORY CONDITION, BY THE DESIGNATED RETURN DEADLINES, AND ARE SUBJECT TO THE SAME POLICIES AS RENTED TEXTBOOKS. IF CD ROM'S, DVD'S, ETC. ARE DAMAGED OR LOST, YOU WILL BE SUBJECT TO INDIVIDUAL CURRENT LIST PRICE CHARGES, FOR THE ASSOCIATED TEXTBOOK, AND ANY APPLICABLE LATE FINES.

PARKING AT TEXTBOOK RENTAL SERVICE

DURING TEXTBOOK DISTRIBUTION AND RETURNS:

Please do not leave unattended vehicles parked on 4th Street. Unattended vehicles on 4th Street, by City Code, will be ticketed and/or towed by the Charleston Police Department. You may, however, leave attended vehicles parked on the East side of 4th Street while picking up or returning textbooks.

Please do not block driveways or handicapped parking spaces.

The deadline to return SUMMER 2009 issue requirements and all textbook information is Monday, March 23, 2009. If you have any questions, please contact Susan Allen, via e-mail at seallen@eiu.edu or via phone at 217-581-7484.

SPRING 2009 INFORMATION

Regular business hours are 8:00 A.M. to 4:30 P.M. Monday through Friday, unless otherwise noted.

Please return all textbooks from withdrawn/dropped courses within 2 days of the withdrawal/drop to avoid charges including the replacement cost of the textbook(s), late fines per book, and a non-refundable processing fee per book.

Please note: The drop/withdrawal processing fee will not be assessed during the week of spring break. We will resume assessing the drop/withdrawal processing fee on Monday, March 23, 2009.

To all Continuing Education Students:

Please make sure your address is updated with Textbook Rental Service to ensure the mailing of textbooks in a timely manner. Please contact Amy Jones at ajjones@eiu.edu for Continuing Education textbook assistance.

Spring 2009 Graduate Student Purchase Option Information

Graduate Students may purchase textbooks for courses in which they are enrolled & qualify for a rental fee refund, full or partial, during regular business hours. The deadline to exercise this option for Spring 2009 is Friday, March 13, 2009.

Spring 2009 Regular Textbook Sale

The regular textbook sale for the textbooks that have been issued will begin on Monday, March 2nd and continue through Tuesday, March 31st, during normal business hours. There will be no other sales period this semester.

Spring 2009 Sidewalk Sale

The Sidewalk Sale for all discontinued textbooks will be held on Monday, April 13th and Tuesday, April 14th, from 9:00 A.M. – 4:00 P.M. The cost, for EIU students both days, is \$3.00 per box. Please note: This sale is only two days and the box is provided by the Textbook Rental Service.

***SPRING 2009 TEXTBOOK RETURN DEADLINE IS
FRIDAY, MAY 8TH AT 3:00 P.M***

Spring 2009 Textbook Return hours:

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|------------------|----------------|------------------------------|
| Monday | May 4th | 8:00 A.M. – 4:30 P.M. |
| Tuesday | May 5th | 8:00 A.M. – 8:00 P.M. |
| Wednesday | May 6th | 8:00 A.M. – 8:00 P.M. |
| Thursday | May 7th | 8:00 P.M. – 8:00 P.M. |
| Friday | May 8th | 8:00 A.M. – 3:00 P.M. |

The deadline to return Spring 2009 textbooks is Friday, May 8th at 3:00 P.M. Textbooks can be returned at any time during the semester/term, prior to the deadline, with no penalty, with the exception of those associated with dropped courses. Late fines, of \$10.00 per book, will be posted to individual student accounts immediately following the return deadline. Late textbooks will only be accepted for the following five days. After the five day grace period, no textbooks will be accepted and all late textbook charges will be posted to the associated student account, in addition to the previously posted late fine charges. There will be no refunds. This five day grace period will expire on Friday, May 15th at 4:30 p.m.

Spring 2009 Textbook Five-Day Grace Period Return hours:

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|-----------|----------|-----------------------|
| Monday | May 11th | 8:00 A.M. – 4:30 P.M. |
| Tuesday | May 12th | 8:00 A.M. – 4:30 P.M. |
| Wednesday | May 13th | 8:00 A.M. – 4:30 P.M. |
| Thursday | May 14th | 8:00 A.M. – 4:30 P.M. |
| Friday | May 15th | 8:00 A.M. – 4:30 P.M. |

PLEASE NOTE: ALL TEXTBOOKS RETURNED AFTER THE ESTABLISHED DEADLINE AND DURING THE FIVE DAY GRACE PERIOD WILL BE SUBJECT TO LATE FINES OF \$10.00 PER BOOK.

FALL 2008 INFORMATION

THE DEADLINE TO RETURN Fall 2008 TEXTBOOKS WAS FRIDAY, DECEMBER 19, 2008.

THE FIVE-DAY GRACE PERIOD FOR THE RETURN OF LATE FALL 2008 TEXTBOOKS AND PAYMENT OF THE \$10.00 PER BOOK LATE FINE EXPIRED ON WEDNESDAY, DECEMBER 24TH AT 4:30 P.M. AFTER THIS DATE, NO LATE TEXTBOOKS WILL BE ACCEPTED FOR RETURN AND ALL TEXTBOOK AND FINE CHARGES HAVE BEEN POSTED TO THE ASSOCIATED STUDENT ACCOUNT. ALL TEXTBOOKS

ASSOCIATED WITH THESE CHARGES ARE NOW THE PROPERTY OF EACH STUDENT. THERE WILL BE NO REFUNDS.

Payments can be made through the Student Accounts Office at 217-581-3715 or via credit card at 866-553-8011.

SUMMER 2008 INFORMATION

THE DEADLINE TO RETURN SUMMER 2008 TEXTBOOKS WAS MONDAY, AUGUST 4, 2008.

THE FIVE-DAY GRACE PERIOD FOR THE RETURN OF LATE SUMMER 2008 TEXTBOOKS AND PAYMENT OF THE \$10.00 PER BOOK LATE FINE EXPIRED ON SATURDAY, AUGUST 9TH AT 4:30 P.M. AFTER THIS DATE, NO LATE TEXTBOOKS WILL BE ACCEPTED FOR RETURN AND ALL TEXTBOOK AND FINE CHARGES HAVE BEEN POSTED TO THE ASSOCIATED STUDENT ACCOUNT. ALL TEXTBOOKS ASSOCIATED WITH THESE CHARGES ARE NOW THE PROPERTY OF EACH STUDENT. THERE WILL BE NO REFUNDS.

Payments can be made through the Student Accounts Office at 217-581-3715 or via credit card at 866-553-8011.

SPRING 2008 INFORMATION

THE DEADLINE TO RETURN SPRING 2008 TEXTBOOKS WAS FRIDAY, MAY 2, 2008.

THE FIVE-DAY GRACE PERIOD FOR THE RETURN OF LATE SPRING 2008 TEXTBOOKS AND PAYMENT OF THE \$10.00 PER BOOK LATE FINE EXPIRED ON FRIDAY, MAY 9TH AT 4:30 P.M. AFTER THIS DATE, NO LATE TEXTBOOKS WILL BE ACCEPTED FOR RETURN AND ALL TEXTBOOK AND FINE CHARGES HAVE BEEN POSTED TO THE ASSOCIATED STUDENT ACCOUNT. ALL TEXTBOOKS ASSOCIATED WITH THESE CHARGES ARE NOW THE PROPERTY OF EACH STUDENT. THERE WILL BE NO REFUNDS.

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