

## **SDA Textbook Policy For Students 2016-17**

- Each student is responsible for all textbooks checked out under his/her name and they are subject to fines if books are lost or damaged.
- Textbooks will be issued by your individual teachers and must be returned to the same teacher that issued it.
- Lost/stolen books must be paid for in full to the Finance Clerk. There is a charge of \$10 for returned checks. Refund checks are processed and mailed by the district office if books are found and later returned.
- A student does not receive credit for returning a book that belongs to someone else.