



**Bookstore Committee  
Book Loan Program Appeal Process  
2009-2010**

*This form is designed to provide a method for faculty to apply for funds to purchase a copy of the textbook used for their class(es) to be used in the Library Book Loan Program. The Appeal Process is designed to be used by faculty whose course(s) do not fall within the "Top 100" list derived from bookstore textbook sales data.*

Please first verify that the textbook you're requesting is not already in use in the program:  
<http://www.saddleback.edu/asg/bookloanprogram.html>

Please completely fill in the requested information and submit this form to [adipadova@saddleback.edu](mailto:adipadova@saddleback.edu). Data from this form will be used by the Bookstore Committee to assess the eligibility of the proposed addition to the Book Loan program. Please note that proposals will not be considered if the book will be replaced by a new edition within the academic year.

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*Course Title, Number, and Enrollment (If multiple sections use this textbook, list total enrollment across all sections)*

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*Faculty Name, Email Address, & Telephone Extension*

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*Title, Edition, ISBN Number, and Cost of Proposed Textbook*

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*Please detail the rationale for why this textbook should be considered for the Book Loan Program:*

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