



NORTHPINE CHRISTIAN COLLEGE

Textbook Loan Information for Parents of Students Year 12

2020

All Year 12 students were issued with all the textbooks required for their studies at the beginning of Term 4 2019. These textbooks represent a considerable financial outlay by the College. To ensure the most economical use of resources, the following responsibilities and conditions apply to their hire:

1. A \$80 textbook fee is payable by all Year 7 and new Year 8 to 12 students. This fee will be charged to school fee accounts on commencement of enrolment at the College.
2. Textbooks issued to students are recorded by barcode and registered as a loan to their name. **It is the student's responsibility to record their name in the books and to ensure the care and return of the same.**
3. When textbooks are issued, details of their condition will be recorded. **It is the student's responsibility to exercise all care in the use of textbooks.** Books that are returned with more than normal wear-and-tear or not returned **will be subject to the following charges:**

New books (in their first year of use)	full replacement cost
Books in second year of use	full replacement cost
Books in third year of use	75% of replacement cost
Books in fourth and subsequent years of use	50% of replacement cost

Students will be requested to **read the above conditions carefully and sign the form as an indication of your awareness of your responsibility when your textbooks are issued.**

4. No new books will be issued at re-registration until previously issued books are returned or paid for.
5. Upon de-registration, due to transfer to another school or withdrawing from school, all books and equipment on loan must be returned to the library. Failure to return books will result in charges as above.

Student's signature

Parent's signature

Student's name & Class

Date