

Staff Book Reimbursement Form

Name _____ Department _____

Email address _____ Ext. _____

Course _____ Book Title _____

Signature _____ Date _____

Please attach the receipt or proof of purchase for your textbook. Refunds are payable up to \$50 and will be issued in check form. The book refund program is a first come first serve program as long as funds last.

Questions? Please Contact the Staff Advisory Committee
staffadvisorycommittee@longwood.edu