Office of Undergraduate Education

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Dear Colleague:

As you know, the Higher Education Opportunity Act (HEOA) was signed by President Bush in 2008 to reauthorize the Higher Education Act (HEA), which governs federal student aid and grants to institutions of higher education. The HEOA includes what is known as the Textbook Provision; the compliance deadline for the Textbook Provision is July 1, 2010. The text for the Provision is:

(e) AVAILABILITY OF INFORMATION FOR COLLEGE BOOKSTORES.— An institution of higher education receiving Federal financial assistance shall make available to a college bookstore that is operated by, or in a contractual relationship or otherwise affiliated with, the institution, as soon as is practicable upon the request of such college bookstore, the most accurate information available regarding—
> *(1) the **institution's course schedule** for the subsequent academic period; and*
> *(2) **for each course or class offered by the institution** for the subsequent academic period—*
>> *(A) the information required by subsection (d)(1) for each college **textbook or supplemental material required or recommended** for such course or class;*
>> *(B) the **number of students enrolled** in such course or class; and*
>> *(C) the **maximum student enrollment** for such course or class.*

B&N – The OSU Bookstore has agreed to be the compliance monitor for this requirement. In order to comply with the spirit and the letter of this law we are asking that you:

1. Comply with the timelines established by Ohio State and The Ohio State University Bookstores concerning the submission of the required and recommended books & materials to be used for the Summer & Fall Academic sessions (March 19).

2. Send the required information to *B&N – The OSU Bookstore* regardless of any other outside vendor or website that you might be using. The OSU Bookstore will adhere to the HEOA timelines for posting the required information on their Online Textbook Ordering System.

3. This textbook information may then be viewed by Ohio State students, as well as the general public by accessing this data base via the bookstore website: www.shopOhioState.com. Students will also be able to access this textbook information in their BuckeyeLink Student Center.

4. Aside from complying with the HEOA Textbook Provision, your compliance with the dates requested will help save students money on used textbooks. The national marketplace for used textbooks is very competitive and early textbook adoption information will translate into more used books for our Ohio State students. In addition, students will realize a monetary increase for readopted titles at The OSU Bookstore counters when selling their books back during spring finals week as we pay students half of the new price for the books that we know we need for the next term.

5. Please contact *B&N-The OSU Bookstore* Textbook Team with any textbook questions and concerns. Brad Clucus, Textbook Manager, at bookstore@osu.edu or 247-2220. Thank you in advance for your cooperation as we comply with the HEOA.

Respectfully,
Dr. Wayne Carlson
Vice Provost and Dean of Undergraduate Education

Understanding the Higher Education Opportunity Act (HEOA)

{ **F**rom the beginning, saving students money has been a primary objective of Barnes & Noble College Booksellers. We therefore fully support the intent of the HEOA's textbook provisions and are prepared to help our college and university partners achieve compliance with this important piece of legislation. }

Understanding the HEOA's Textbook Provisions

By July 2010 all colleges and universities must comply with the following textbook provisions of the Higher Education Opportunity Act (HEOA)

- Schools must, as practical, provide students with accurate course material information including ISBN and retail price information. Providing this information on a bookstore website is acceptable as long as the link is clearly and prominently located on the school's online course schedule.

- If printed course schedules exist, they must include the URL address for the bookstore's website that contains the book information.

- Schools, faculty, booksellers, and publishers are encouraged to collaborate on cost reduction strategies.

- Publishers must give faculty textbook pricing information and let them know if the book is available as a bundle or in alternate formats.

- Publishers must offer unbundled course materials, unless they are bound by 3rd party contract, customs, or the materials are designed solely as integrated materials.

- Schools should inform students on how to save money on textbooks (including used books, cash back programs, etc.).

We Can Help.

Barnes & Noble can help you comply with the textbook provisions of the HEOA by offering a number of different solutions, including:

Registration Integration (RI)

RI is Barnes & Noble's innovative system that transmits a student's course data from your registration system directly to your bookstore's website. After students register for classes, they click a 'Textbook' link that appears at the bottom of the registration page. In seconds, this link connects to the bookstore's website where they'll find a list of the textbooks they'll need for next term including pricing and (by 7/2010) ISBN numbers. Setting up RI on campus is not difficult and it fully satisfies the requirements of HEOA's textbook provisions.

Publishing the Bookstore's URL

We can provide you with the bookstore's URL, which can be printed on copies of your course schedules or inserted on your school's registration website. This, too fully satisfies the requirements of the HEOA's textbook provisions.

New Student Orientations and Faculty Information

We can organize new student orientation meetings to explain to your new students and their parents the various cost saving options available for purchasing textbooks. Additionally we can provide faculty with information about less expensive format options (digital, unbundled, etc) and the role early adoptions play in helping increase our supply of lower cost used books.

Getting Started

We are committed to helping you comply with HEOA. Contact your store or regional manager for more information about the different ways we can help or visit our website, **bncollege.com**.

Understanding Registration Integration

{ **R**egistration Integration (RI) is Barnes & Noble's innovative system that transmits a student's course registration data from your registration system directly to your bookstore's website. This enables students to order textbooks at the same time they register for their courses.

RI gives students a new level of convenience PLUS the rock solid assurance that they're buying the right book for the right course. That's because RI integrates your course information with the adoption information received directly from faculty members. }

How it Works

Barnes & Noble and your IT department work together to create code that is added to your school's registration system. This code creates a "Textbook" link on your school's registration page that transmits student course data from your registration system directly to the bookstore's website. When students click that link, their course information is transmitted to the bookstore's website and the student immediately sees a list of the books they need for their courses including price and (by July 2010) ISBNs.

Students can select new, used, rental (if offered), or digital versions of their books and elect to have them shipped or boxed up and waiting for them at the bookstore. The choice is up to them!

Why it Matters

When students have access to RI it saves them time, gives them earlier access to our supply of used books, and provides them (and their parents) with the confidence of knowing that they're buying the right books for the right course. This added convenience and confidence is one of the reasons why schools that launch RI often see an increase in textbook sales.

The HEOA Connection

The HEOA mandates that by July 2010 all schools provide students with access to detailed book lists for each class, including ISBNs and pricing information. Bringing RI to your school satisfies the HEOA's textbook requirements.

Bringing RI to your Campus

Launching RI is not difficult - it has been integrated into almost every known registration system, including smaller proprietary systems. It does require some advanced planning and collaboration between your school and Barnes & Noble's technical specialists.

For more information contact your store or regional manager.

Getting Started
A Step-by-Step Review

1. *For RI to work effectively, the bookstore needs access to course enrollment information from your registration office. If this is not already in place, contact your store or regional manager for assistance.*

2. *Identify someone in your IT department to oversee the RI process. Ideally this person will know how to write code for your registration system.*

3. *Send an email to RI@bncollege.com with your school name, contact information for the IT contact, and (if available) the type of registration system used at your campus.*

4. *Within one week, Barnes & Noble will respond to review the RI process and discuss specific system, programming, and technical information.*

5. *Your IT department can then begin the necessary programming, a process that typically takes approximately 3 - 4 weeks.*

6. *When programming is complete, your IT department can test RI using the URL provided by Barnes & Noble.*

7. *Once testing is complete, you can launch RI on your campus.*