

EARLY COLLEGE CREDIT PROGRAM (ECCP)

Textbook Options

The following are options when needing a textbook(s) for your ECCP course(s):

1. **Please check that books are not already provided for you. Some courses already include a class set of textbooks.**
 - a. See Ms. Kappel/Ms. Rink in Student Services to see if your books is available.
2. **Purchase the book yourself.**
 - a. This is best if you want to keep the textbook at the end of the course.
3. **Purchase the book yourself, return the book with receipt to Mrs. Strackbein, Central Administration Office at the end of the course for reimbursement. Rent the book yourself, return the receipt to Mrs. Strackbein, Central Administration Office at the end of the course for reimbursement (*NOTE: Please check to see if Mrs. Strackbein already has the textbook in inventory FIRST).**
 - a. This is best if you are not sure if you will want to keep the book at the end of the course. Reimbursement can take 30-60 days (note reimbursement may not be processed until grade for the course has been posted). Please be sure to shop for the best (lowest) price for your required text.
 - b. The same process will apply if you chose to rent your textbook vs. purchase it--except *you* are responsible for returning the book to the place of rental.
4. **Contact Mrs. Strackbein at Central Administration Office with textbook information for Elmbrook Schools to purchase textbook and have shipped to you.**
 - a. Please do not wait last minute to pursue this option as shipping may add a few days to your request. This book must be returned at the end of the semester to Central Administration Office. If you do not end up passing the course, you will be responsible for reimbursing Elmbrook Schools.

If you have any questions regarding textbooks, please contact:

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262-781-3030 ext 1109