



TEXTBOOK RETURN FORM

Please complete and enclose the Textbook Return Form when returning textbooks to the Cowley College Bookstore. Students who return textbooks without the proper paperwork may not receive credit for the return. Cowley College Bookstore reserves the right to deny any return or exchange.

STUDENT INFORMATION			
Legal Name	First:	Middle:	Last:
Cowley Student ID	(7-Digit Student ID- starts with a 9 or 1)		
Today's Date			
Phone	() _____ - _____	Email	
TEXTBOOKS BEING RETURNED			
Title of Textbook		Rental	
		YES	NO
		YES	NO
		YES	NO
		YES	NO
		YES	NO

FREE Shipping for Rental Returns

Due to the COVID-19 crisis and campus building closures, we encourage students to return textbooks by mail. The Cowley College Bookstore will be providing [USPS Return Shipping Labels](#) to all spring semester students. Students should print and complete the Textbook Return Form and include inside the shipment. **All shipments must arrive at the Cowley Bookstore no later than May 15, 2020.**

Convenient Book Drop

Students residing in the Ark City area may use the no contact Book Drop located on the west side of the Cowley Bookstore. The Book Drop will be available 24/7 thru **May 15, 2020**. All textbooks deposited in the Book Drop must include a Textbook Return Form identifying the student and the textbooks being returned. Do not write on or inside the textbook!