



Career and College Promise Textbook Information

The Career and College Promise (CCP) Program is a tuition free state-wide program that allows high school students to earn college credit by taking courses with South Piedmont Community College (SPCC). In the past, textbooks and required materials for CCP courses were provided by the school district; however, that provision has changed.

Beginning with the registration of students for Career and College Promise (CCP) Fall Session 2021, UCPS will no longer purchase, distribute or collect textbooks and access codes for courses. UCPS will reimburse currently enrolled UCPS students up to \$50 per CCP course for approved textbooks and online access codes.

This process is new and will require patience; however, this new procedure also helps you immerse into the full college experience and increases your level of accountability. As the school year winds down and the summer begins, you still need to actively check your UCPS and SPCC email accounts, as well as the CCP website - http://bit.ly/UCPS_CCP. Updated information will be emailed to students and posted to the website. Below are answers to some questions you may have. Read each question and response carefully.

- **How do I figure out what textbooks to buy?**
 - The link below provides a list of CCP textbooks and is broken into categories to help determine which courses require textbooks, access codes, or eBooks.
 - <http://bit.ly/CCPTextbookList2021-2022>
 - The link below provides a pricing guide for CCP textbooks. *These prices are from the SPCC bookstore website.*
 - <http://bit.ly/CCPTextbookPriceList>

- **Where can I purchase my textbook?** *Resources may be purchased from any vendor that provides an official (non-hand written) receipt if a reimbursement will be requested. Options include:*
 - SPCC Bookstore: <https://www.bkstr.com/spccstore/home>
 - Amazon
 - <https://www.chegg.com/books>
 - Google search using textbook title or ISBN number
 - Textbook rental sites

Since you can only be reimbursed up to \$50, make sure to research the most cost effective option.

- **How do I apply a reimbursement? What do I need? Do I have any other options?**
 - You will complete the CCP Textbook Reimbursement Form and submit it to your high school by the following deadlines:
 - Fall – November 16 -22, 2021
 - Spring – April 25 – 29, 2022
 - Summer – July 13 – 19, 2022
 - To apply for a reimbursement, you need the following:



- CCP Textbook Reimbursement Form (found in the Front Office of your high school)
- The current course enrollment (printed course list from Moodle)
- The original textbook/online access code purchase receipt including the vendor name/address/phone number, textbook/access code name, price of each textbook/access code, total price and method of payment.

Please note: Students will not be reimbursed immediately. Reimbursements may take up to three weeks after the submission deadline. Please plan accordingly.

- Students, who face a financial hardship, need to contact their high school counselor. Only counselors can submit hardship waivers for students. The requirements for hardship waivers are listed below.
 - In order to apply for a hardship waiver, students must be registered and enrolled in SPCC courses by the following dates (10 days prior to the first day of the semester):
 - Fall Semester - July 26, 2021
 - Spring Semester - December 13, 2021
 - Summer Session: May 17, 2022
 - *Students will need to contact their counselor about the need for a request within two weeks of the dates listed above.*

Please note: Students cannot apply for a textbook reimbursement and a hardship waiver. Any student who misses the hardship waiver semester deadline, will have to purchase their materials and determine if he/she wants to complete the reimbursement process.

- **What items are eligible for reimbursement?** *Only the following approved and required resource purchases can be reimbursed for fall, spring, and summer courses:*
 - Print Textbooks - hardcover or loose-leaf
 - E-Texts in Moodle
 - Textbook Access Codes - printed on a receipt
 - Textbook Rentals

The items below are not eligible for reimbursement:

- Any Optional/Suggested/Recommended items, such as Exam Prep, Loose-Leaf companion texts, etc.
- Lab fees
- Calculators, Trade Tools/Kits, Equipment, etc.

- **Where do I find my semester schedule and SPCC account information?**

Please note: It is best to complete these steps on a computer/laptop and not a cellphone. Using a cellphone will distort the page.

- Students follow the steps below:
 - Go to www.spcc.edu.
 - Click on the Student Panel on the right side.
 - Click on the Go Portal



- Login using your SPCC username and password.
- Information for both (charges and schedule) can be found here.

- **Can I use the same textbook for a different course?**
 - Some courses use the same textbooks (i.e. ENG 111 and 112; HIS 131 and 132). If multiple courses use the same textbooks, you may only submit a reimbursement for the initial purchase.

- **The semester has ended; what do I do with my textbooks?**
 - Students, who received a reimbursement, can keep all purchased course materials.
 - Students, who received a hardship waiver, must return their textbooks to the CCP textbook location.
 - Information about textbook dispersal and return will be emailed to students, counselors, and SPCC career coaches.

- **I'm a graduating senior and am taking a summer course. Can I apply for a textbook reimbursement for my summer materials?**
 - No; course textbooks and access codes needed for summer courses will not be reimbursed after a student graduates.

If you have any additional questions, please contact Melanie Brown, Career and College Promise Coordinator, at melanie.brown@ucps.k12.nc.us and/or 704-625-6054 (Phone).