Textbook Orders

TAMU-CC College of Education and Human Development

Faculty are responsible for selecting and ordering textbooks for their courses. Textbook orders are submitted by each faculty member online at the website for the TAMUCC Bookstore. Administrative assistants should be copied on the order for departmental record-keeping.

Desk Copies

Department administrative assistants will order desk copies as needed, if notified by the faculty member at the time the order is turned in. Faculty may not pick up desk copies at the Bookstore and charge them to the College. The Bookstore staff has been instructed that the College will not authorize purchase of desk copies by faculty. If an emergency or highly unusual situation arises regarding desk copies, the faculty member should consult the Administrative Assistant for assistance.