Date: March 15, 2010

TO: Duke Faculty
FR: Duke Textbook Store
RE: Fall 2010 Textbook Requisitions

We would like to thank all of you for your efforts in assisting us with the textbook ordering process for the Spring 2010 Semester. We are ready to start working on Fall 2010 textbook requisitions in order to prepare for compliance with the new HEOA requirements, which go into effect July, 2010. The Higher Education Opportunity Act requires institutions to provide students the ability to view textbook information from the Duke University Online Schedule at the time of registration. In order to support Duke University compliance with HEOA, and assist in lowering cost of course materials for Duke students, we are requesting that Fall 2010 requisitions be submitted to us by Monday, April 5th.

Requisitions may be submitted via:

**Email**: textbook@notes.duke.edu  
**Fax**: (919) 684-8619  
**Online**: http://www.dukestores.duke.edu/textbook.php OR through STORM  
http://www.registrar.duke.edu/registrar/facultypages/facultylinks.html

Submitting book orders through STORM makes it simple to submit textbook orders in the same place where you manage other course information. If you submit your textbook information through STORM, you do not need to use any other method.

If you have any questions, please do not hesitate to contact the Duke Textbook Store by phone at 684-6793, or by email at: textbook@notes.duke.edu.