USF Sarasota-Manatee
Office of Academic and Student Affairs
Textbook Adoption & Book Orders – Administrative Procedures

USF Sarasota-Manatee complies with the following Florida laws with regard to textbook adoptions:

1004.085 Textbook affordability
8.003 Textbook Adoption

Each college will coordinate book orders for faculty along with letters of offer each semester. Online book orders may be submitted through the Campus Bookstore using the Faculty Link. General deadlines for book order forms are as follows:

- Spring semester, on or before October 1.
- Summer sessions, on or before March 1.
- Fall semester, on or before April 1.

Pursuant to Florida Legislature HB 603, effective July 1, 2008, USF is required to post all book adoptions on its website 30 days prior to the first day of class of each term. This is coordinated through the Campus Bookstore.

Desk Copies of textbook materials may be obtained through your college using a Desk Copy form.