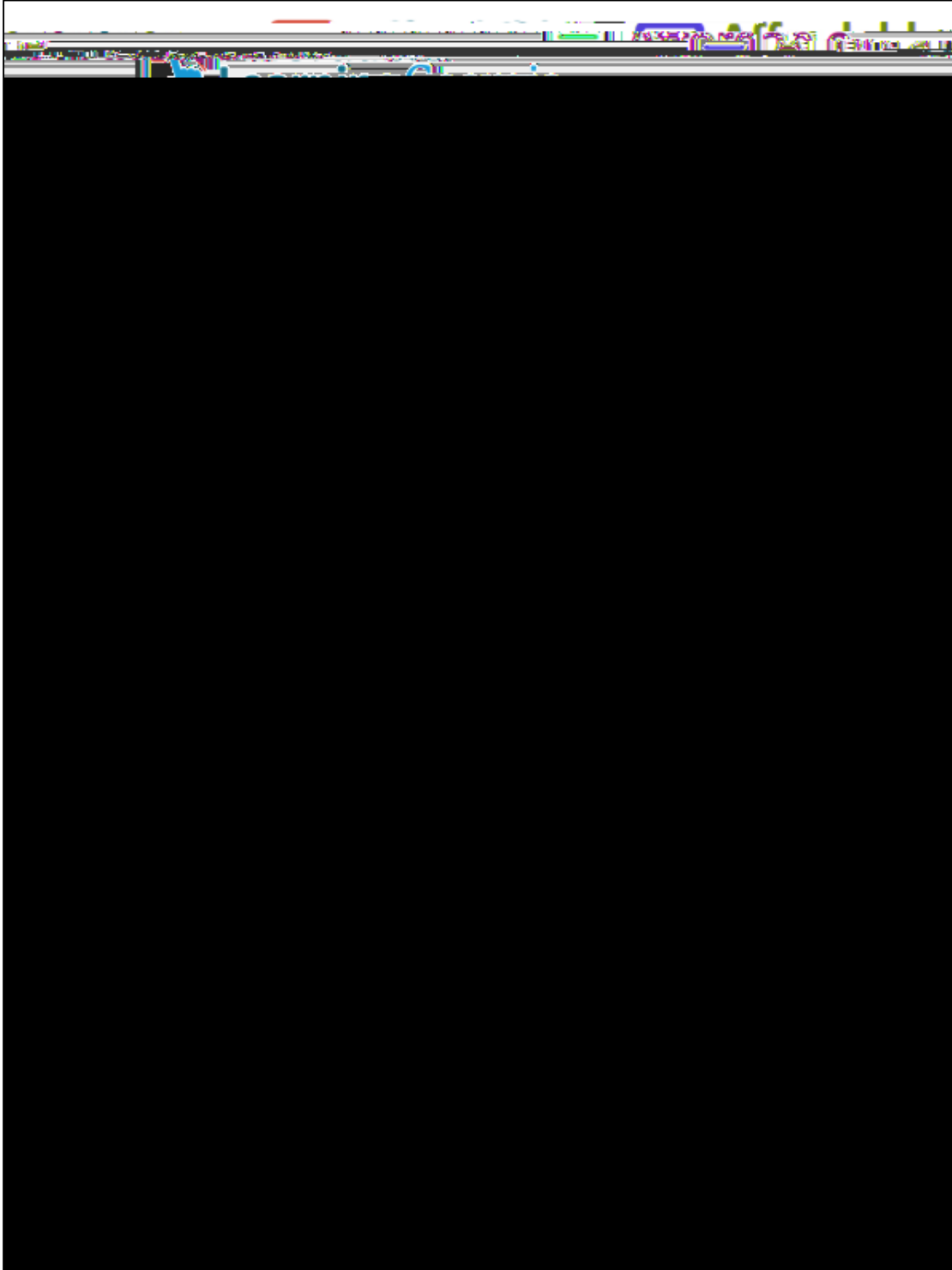

Appendix A: Cost Designators for Required Materials in USG Course Schedules:

The following document is posted on the Affordable Learning Georgia website:

<https://www.affordablelearninggeorgia.org/>





campus bookstore's site and messaging students about their choices before the term begins.

What if I do not require any texts or commercial materials for my class?

AN qualify for the \$0 designation if no commercial materials or texts are required for the purposes of these cost designations, it does not matter if you are using any materials, open education, licensed or otherwise, or if your course has any textbook or publisher-related costs. If the course meets the no-cost designation. If the course meets the low-cost designation.

Your course is required. For the instructor's course

library materials. Apply the question: does it have related costs? If the answer is no, the course meets the no-cost designation. If the answer is yes, but \$40 or less, the course meets the low-cost designation.

What if I am unsure about the cost of my materials?

What if I am unsure about the cost of my materials?

Are you still unsure about whether your course meets the no-cost or low-cost designations? Contact your bookstore for guidance. If you are still unsure, contact the Registrar's Office at registrar@ga.edu or call 404-778-3333.

schedule for faculty to check your courses were credit or low cost materials.

What are the next steps regarding this change?

The Registrar's Office will be updating Banner to reflect these changes. Faculty will be notified via email and through department chairs. The Registrar's Office will also be providing support for faculty who need assistance with Banner. The Registrar's Office will also be providing support for faculty who need assistance with Banner.

What should I be doing?

What should I be doing?

regarding this change within your institution, both for faculty reporting and for student outreach. Contact your department chair or dean for more information. Contact your department chair or dean for more information. Contact your department chair or dean for more information.

Administration

Raise awareness through outreach.

Faculty

If your course meets one of the 2 designations, either contact the person who enters scheduling information for your department into Banner to notify them, or wait for your department chair to ask for this information. If your course does not meet one of these designations, you do not need to change anything.

Department Chairs and Deans

Work with your faculty and staff to develop processes to collect this information from Banner. Work with your faculty and staff to develop processes to collect this information from Banner. Work with your faculty and staff to develop processes to collect this information from Banner.

Schedule Entry Assistants and Staff:

Work with your faculty and chairs to develop processes to collect this information from faculty each term. Designate roles and responsibilities in this information collection

processes. Designate roles and responsibilities in this information collection process. Designate roles and responsibilities in this information collection process. Designate roles and responsibilities in this information collection process.

To facilitate these processes to collect this information, it is the responsibility of the faculty to communicate these designations by the time the semester (or when registration begins, at the latest).

While we ask that you help with the responsibility of the faculty, the responsibility of the faculty is to be built in.

It is helpful for your planning and implementation of required course material no-cost and low-cost designation codes.

We hope you find this information helpful for your planning and implementation of required course material no-cost and low-cost designation codes.

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