TUCSON UNIFIED
SCHOOL DISTRICT

Textbook/Supplemental Material Request Form
for Adopted Textbooks, Board Approved Supplemental Materials, Educational Software and Resources

Requestor

Contact Name	**School/Department**	
Contact Phone	**Contact E-Mail**	
Teacher	**Principal/Dept Head**	
Budget Code	**Funding Source** *(deseg, M & O, Grant, etc.)*	

Material Requested is ☐ Adopted ☐ New Course ☐ Supplemental ☐ Educational Software

Title	**Quantity Requested**	
Publisher	**Unit Cost**	
Author(s)	**Estimated Total**	
Edition	**Board Approval Date**	*(MUST check Destiny for approval date)*
ISBN	**Subject**	

Type of Material ☐ Student Edition ☐ Teacher Edition ☐ Teacher Resource ☐ Other

Course Information
Course:
Grade Level(s):

Justification for Book Request *(400 character limit)*

Description of Text *(400 character limit)*

Quote(s) Required - *1 is required for Elementary, Middle & K-8 Schools / 3 are required for High Schools*

District Office Use Only

Leadership Determination	☐ Occasional	☐ Supplemental	**Initials**
Curriculum & Instruction	☐ Approved	☐ Not Approved	☐ Need More Information
E-Signature			**Date**
Elementary/Secondary Leadership	☐ Approved	☐ Not Approved	
E-Signature			**Date**
Teaching & Learning	☐ Approved	☐ Not Approved	
E-Signature			**Date**