

INCLUSIVE ACCESS SYLLABUS INFORMATION

Inclusive Access eTextbook Materials – Fall 2024

The Bookstore sends out regular reminder emails directly to students enrolled in IA courses (students should expect to receive anywhere between 3-5 emails from us depending on when they enroll in the course). Two emails will be sent prior to the start of classes, and three emails will be sent during the first two weeks of classes (leading up to the opt out deadline). To reinforce this information, we strongly suggest you include the information below in your syllabus.

Please feel free to contact us if you have any questions at textdept@wwu.edu or 360-650-3970!

For Students

- You are enrolled in an Inclusive Access (IA) course. This means that the required course materials are delivered to you digitally at a reduced price through Canvas. All IA communication will be sent to your Western email account.
- Your student account will be charged for the cost of these materials on **Monday September 16th, 2024.**
 - After this initial charge, we will process any additional charges and refunds in weekly batches.
 - If you have any questions regarding your student account, scholarships, financial aid, or how to make a payment, please contact the Student Business Office at sbo@wwu.edu
- DO NOT pay for your materials directly through the publisher or make any other purchase that would require entering payment info. This will result in a double charge! All payments for IA materials will be billed to the students' Western accounts by the Bookstore.
- You have until **Wednesday October 9th, 2024** to opt-out of inclusive access. Opting out means you DO NOT want course materials delivered digitally through IA and you prefer to be responsible for accessing course materials elsewhere. If you opt-out, your digital access will be revoked.
 - The link to access or opt out of your eTextbook materials is in your Canvas course located on the left navigation tab. Please use the "**MyMaterials - Inclusive Access – Opt-Out/Read Book.**" If you choose to opt-out, you will receive a confirmation email. If you do not receive this email, contact the Bookstore at textdept@wwu.edu or 360-650-3970.
- Any questions can be directed to the Bookstore- textdept@wwu.edu or 360-650-3970.

IMPORTANT DATES

Monday September 16th, 2024: First IA Charge Date (Charged to WWU student account)

Wednesday October 9th, 2024: Opt out deadline (last day to opt out of IA materials and receive a refund)