**Inclusive Access Course Fee Notification Form**

Listed below are all of the Inclusive Access course fees that will be assessed by [insert institution name] during [insert semester and year]. As required by 34 CFR 668.164(c)(2), I attest that the following statements are true for each fee that will be assessed:

* The institution has an arrangement with a book publisher, or other entity that makes books and supplies available to students at costs that are lower than the competitive market rate;
* The institution will provide a means to students to obtain books and supplies by the seventh day of the associated payment period; and
* The institution has transparent policies and procedures that allow students to decline or opt out of the fee in a timely fashion.

Additionally, in accordance with TEC 54.504, I attest that all such charges are set at a rate that reasonably reflects the actual cost to the university of the materials or services for which the fee is collected.

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| Course Number | Course Name | Number of Course Sections out of Total\* | Approximate Number of Students in Course/Sections | Fee Rate |
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 \*Numerator = the number of course sections implementing the Inclusive Access course fee in the given semester. Denominator = the total number of courses sections available in the given semester. (Examples: 2/4 or 1/1)

Note: Add rows as needed.