

### **Who We Are:**

The UCCS Bookstore is owned and operated by the University of Colorado. Reporting to the Division of Student Affairs, our mission is to offer all course materials and any additional services necessary to equip students in the pursuit of their academic endeavors.

### **Why the Bookstore:**

**Mission, Vision, and Values** - Our mission, much like yours, is to ensure students across campus have all they need to achieve success in their academic pursuit. We do this by providing low cost course-materials, supplies, spirit ware, snacks and more! Additional ways in which we contribute to student success include:

- The bookstore offers over \$20,000 in student scholarships annually
- We employ over 20 students each term
- 100% of surplus funds are reinvested into the campus community

In addition to this, the bookstore is the only direct source for VA/ Vocational Rehabilitation and International Students to use federal funds to purchase course materials. We aid over 230 VA students each term.

### **What We Offer:**

**Used and Rental Textbooks** – Over 50% of textbooks sold/rented at the bookstore last year were used titles. These used textbooks typically cost 25-60% less than new titles. We also rented over 55% of our textbooks last year, saving students an average of 37%.

**Centralized Shop & Price Comparison Tool** – The bookstore is the only source that carries all campus course materials in one location. We serve as a centralized database for students, and even offer a free price comparison tool to help students find the cheapest option possible at other sites/locations.

**Day One Access** – Class-wide online textbook options offered directly to students via their Canvas portal. Please inquire for more information.

**Custom Manuals** – We help professors that are looking to combine readings from multiple sources or out-of-print titles into one cost-affordable option for students.

### **How You Can Help:**

**Submitting Adoptions** - Submitting adoptions is an important process for all faculty. We search year-round to find the cheapest course material options for students. Submitting your adoptions by the following dates ensures enough time to find cost-effective options for students:

- Spring Semester – Adoptions Due October 1<sup>st</sup>
- Summer Semester – Adoptions Due March 1<sup>st</sup>
- Fall Semester – Adoptions Due March 1<sup>st</sup>
- Winterim Semester – Adoptions Due October 1<sup>st</sup>

**Provide Necessary Adoption Information** – When submitting adoptions, please provide the following information:

- ISBN-13 (13 Digit ISBN number)
- Title
- Author
- Edition/Year
- Publisher
- Book Status: Required, Recommended, Optional or Alternate Choice

\*Please notify the bookstore if you will not be requiring a textbook, but are using open educational resources (OER materials) as this information needs to be recorded for legislative purposes

**Textbook and Course Cancellations** - Textbook submissions can always be removed, changed or updated. If you no longer need a specific title, please let us know so we can adjust accordingly. The same goes for any sections / courses that are added or canceled.

**Required Supplies** – If you have supplies that are required for a course, please let us know. We can often negotiate a discount with vendors on these supplies. Please keep us updated if you plan to make any changes to required supplies.

### **How We Can Help:**

**Points of Contact** – We want you to feel confident in the materials you choose to adopt. If you need any assistance throughout the adoption process, please do not hesitate to reach out! We have a dedicated staff on hand willing to assist you at any time.

- Sally Greene  
Assistant Director and Book Division Manager  
719.255.3846  
[sgreene2@uccs.edu](mailto:sgreene2@uccs.edu)
- Vacant position  
Course Materials Buyer  
719.255.3486  
[sgreene2@uccs.edu](mailto:sgreene2@uccs.edu)
- Bradey Disbrow  
Book Division Faculty Liaison  
(719) 255.3634  
[bdisbrow@uccs.edu](mailto:bdisbrow@uccs.edu)

**Desk Copies** – Please note that the bookstore cannot order desk copies for you. Typically, this is done directly between yourself and the publisher. If you need publisher contact information, please give us a call.

**Commitment to Your Success** – You have our undivided commitment to student and instructor success. We search year round to find the most efficient and cost-effective learning materials for your students. At the end of the day we exist to serve the faculty and students of this campus and thank you for the opportunity to serve.

**UCCS Bookstore**  
1420 Austin Bluffs Pkwy • Colorado Springs, Co 80918  
T 719.255.3247 E [books@uccs.edu](mailto:books@uccs.edu)

**Hours of Operation:**  
**Summer:** M-F 8:00am to 5:00pm  
**Fall and Spring:** M-F 7:30am to 5:00pm