OFFICE OF THE ASSISTANT SUPERINTENDENT

Textbook Order Rationale Form

A. Conditions of Purchase – New Jersey Administrative Code 6A:23A-9.3(c-12)
   
   Please check the appropriate box(es) that apply to the purchase.
   
   □ Purchase is in accordance with the textbook replacement plan;
   □ Purchase is to replace lost, stolen or destroyed textbooks.
   □ Purchase of textbooks reflect a change of curriculum.
   □ Purchase reflects a new edition of textbook.

B. Documentation Requirement

   The textbook(s) on this purchase order may be found on the school district website.

   Curriculum Revision*
   
   and
   
   Textbook Review Plan

   *Attach a copy of the page from this document highlighting the textbook(s) to be purchased.

Name of School/Office ________________________________

Administrator/Supervisor ______________________________

Signature ______________________________ Date __________

Title of Textbook ______________________________

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Curriculum Department Review and Approval

Approved _________ Denied _________

____________________________ Date __________

Curriculum Director

Please attach the Rationale Form to the Front of the Purchase Order

One Form Per Purchase Order