

Non-Public School Textbook Loan Instruction (by city/town)

You can request textbooks for math, science, foreign language, history/social studies and English/ Language Arts classes.

[Search for book availability](#). You'll need the Rocky Hill 2021-2022 book list to complete the search form.

Barrington, Bristol Warren, Tiverton, Little Compton and Middletown School Departments

Book Return: All books need to be returned to East Bay Educational Collaborative, 317 Market Street, Warren, RI 02885. Drop off hours will be 8:00 AM to 1:00 PM.

Books returned after June 30, 2021 incur a \$5 per book late fee.

Book Order:

Step 1: Verify textbooks are RIDE approved.

Visit the Rhode Island Department of Education website [here](#) and enter the information for each textbook. *Only textbooks that are approved by the Rhode Island Department of Education can be provided.*

Step 2: Submit your textbook(s) request

Click [here](#) to Fill out the online textbook request form. The textbook title, author, publisher, copyright date, and ISBN MUST be entered for each textbook. Please note: Each student will need a separate form.

Step 3: Pick up your textbooks

When your book order is prepared we will email you to schedule an appointment . You cannot pick up your textbooks until the books borrowed are returned or paid for. Please, enter via the left side door (from the front of the building). Wear a mask. Upon arrival call us at (401) 628-2073 sign in and wait at the picnic table. We will bring your books to the table in the foyer. Once we leave the foyer you can enter, sign our receipt, leave it on the table, and take your books. Your receipt in your books.

Late fees can be made by PayPal or credit/debit card

NOTE: Proof of Residency is required for first-time program participants

Proof of residency (license, utility bill) must be emailed/mailed to EBEC for students new to this system.

Coventry School Department

Book Return: All books need to be returned to 46 PETTINE STREET (OAK HAVEN ELEMENTARY). Drop off hours will be 7:30 AM to 11:00 AM and 12:00 PM to 2:00 PM

All books must be returned no later than July 1, 2021

Our new procedure will be a no contact, drive up, drop off by alphabetical order of last name.

Week of June 7, 2021

June 7 A-L 7:30A-12:00P

June 9 M-Z 7:30A-12:00P

Week of June 14, 2021

June 15 A-L 12:00P -2:00P

June 17 M-Z 12:00P- 2:00P

Week of June 21, 2021

June 23 MAKE UP DAY 8:00AM-11:00AM and 12:00PM- 2:00PM

Book Order: Go to the www.coventryschools.net website. Click on Non-Public Textbook Information
The online ordering system will be available **Friday June 4, 2021 to Wednesday, July 28, 2021.**

Book Pickup: All ordered books will be available **Thursday, August 19, through Tuesday August 24, 2021 Friday, from 8:00 AM to 12:00 PM** at 46 Pettine Street, Coventry, RI.

LATE ORDERS

Late orders are strongly discouraged, as we may not be able to acquire textbooks prior to the start of school. If requesting books after the **Wednesday, July 28, 2021** deadline, please follow the directions below.

1. Check the RI Department of Education website to determine if your textbook(s) are RIDE approved. [Click here for the RIDE Website.](#)
2. If the book(s) are on the RI Department of Education website, you need to email textbooks@coventryschools.net to see if the book(s) are available from the district. If the book(s) are available you will be notified to pick up book(s).
3. If the book(s) are not available, you will receive an email authorization to obtain the textbook(s) yourself.
4. In order to be reimbursed, a copy of the email authorization **and** the book receipt(s) *must be submitted* for reimbursement. The district will reimburse the **lowest price listed** for the

textbook(s). **We do not reimburse for shipping and handling.** All reimbursement paperwork must be received in our district office by **Friday, October 1, 2021.**

Cranston School Department

Book Return: All books need to be returned to Horton School Building, 1196 Park Avenue, Cranston, RI. Books can be returned from June 14th through June 28th between 8:30 AM and 2:30 PM. Face masks are required to enter the building.

To order:

- We will start accepting book orders on June 14th - If you have questions about your required books, please contact your school
- Orders will be filled only after ALL borrowed textbooks are returned (or replaced).
- When your book order is ready, you will receive an email to schedule an appointment for pick-up.

If you have borrowed books from the nonpublic textbook office in the past, you **do not** have to complete another registration form. Click below to place your textbook order.

- If this is your first time borrowing books from the Nonpublic Textbook office, please complete this [online registration form](#) prior to placing your textbook order. You must provide the following required documents to complete your online registration:
 1. **Proof of Residency (copy of utility bill – gas, cable, or electric)**
 2. **parent's license**
 3. **student's birth certificate.**

CLICK HERE TO ORDER YOUR TEXTBOOKS

East Greenwich School Department

The order form can be found at this [link](#) and on the East Greenwich website-www.egsd.net and at the **East Greenwich Public Schools Office of Teaching and Learning, 111 Peirce Street, East Greenwich, Rhode Island.**

Those requesting textbooks must provide the correct title, publisher, copyright date, and ISBN number for each textbook according to your school's textbook list. Please review your order before placing an order. The EGSD is not responsible for incorrectly ordered books..

You will be asked to provide proof of residency to ensure that books are only loaned to East Greenwich residents. (*Proof of Residency: Student must reside in East Greenwich with parent/guardian. A true copy of one of the following will be accepted as proof of residency (all*

must be current): (1) East Greenwich Property Tax Bill (2) Government Housing Letter (3) Copy of Lease/Copy of Rental Agreement (4) Current Utility Bill (Phone, Electric, or Gas).

***A refundable deposit may be required.**

All textbooks borrowed last year **must** be returned before this year's request will be processed (BEFORE July 2, 2021).

All textbooks borrowed last year **must** be returned before this year's request will be processed (BEFORE July 2, 2021).

All damaged and lost books **must be paid for before placing new textbook orders**. The cost of replacing a book is the list price and shipping. No exceptions will be made.

The ordering and distribution of books will take place at the **Office of Teaching and Learning at 111 Peirce Street, East Greenwich 02818**. Contact: EGPS Maria Collins at 401-398-1690

The dates for return of textbooks, ordering, deadlines, and distribution are as follows:

Return, Ordering Dates and Time
June 28 - July 9, 2021 The <u>deadline</u> for placing orders is July 9, 2021. We cannot accept orders after July 9, 2021 due to shipping timelines.
8:00 a.m. to 12:00 p.m.

*Orders will be filled when last year's borrowed books are returned. Books that have to be ordered, parents will be notified when books arrive and available pick up dates..

Exeter - West Greenwich School Department

Book Return: All books currently on loan must be returned between **Tuesday, June 15 and Thursday, June 17, 2021** between the hours of 3:00 and 5:00 PM to Lineham School, 859 Nooseneck Hill Road, West Greenwich, RI.

To order: Book orders must be placed between Tuesday, **June 15 and Thursday, June 17, 2021 between the hours of 3:00 and 5:00 PM 3:00 pm** at Lineham School, 859 Nooseneck Hill Road, West Greenwich. All textbooks being ordered must be circled on the Rocky Hill School book list. Student's name, address and home phone number as well as parents' cell phone number and email address must be written on the book list. To ensure that textbook orders arrive by the beginning of the school year, all requests

must be in by June 24, 2021. THE EWG school district will not be responsible for requests made after the indicated date. Please email Maureen Abarr with any questions you may have (maureen_abarr@ewg.k12.ri.us.

Book Pickup: All ordered books will be available for pickup between **Tuesday, August 24 through Thursday, August 26, 2021 between the hours of 10:00 AM and 2:00 PM** at Lineham School, 859 Nooseneck Hill Road, West Greenwich.

Narragansett Public School District

A student or Parent/Guardian driver's license to verify Narragansett residency while filling out related form. (Please note that no order will be processed without confirmed residency.)

Your book list/order for your out-of-district school. (Remember, textbook orders should be copies of original school orders and include ISBN numbers as well as name, address and phone number written on the order.

If you do not have your new textbook order, you may e-mail it once you receive it, along with a copy of a student/parent/guardian driver's license to: Jobrien@nssk12.org. **Orders must be submitted by Monday, June 28th, 2021.**

Students will be notified in August when textbooks are available for pick-up. Thank you for your support while we strive to maintain a smooth and convenient process for everyone this summer. If you have any questions or concerns, please contact Jobrien@nssk12.org.

Newport Public School District

Parents/guardians can use the [Textbook Loan Request form](#) to register for the program and request textbooks. Filled out forms can be emailed, mailed or brought in to the business office between 7:30 – 11:30 a.m. and 12:00 - 2:45 p.m. Monday through Friday excluding holidays. Textbook requests have to include title, author, copyright date, publisher and ISBN number. Please allow plenty of time before school starts in case the requested books are not in our inventory and need to be ordered. All loaned textbooks need to be returned at the end of the school year before any requests for the following school year can be made. Textbooks that are lost or damaged beyond normal wear must be paid for before requesting textbooks for the following school year.

For more information, [email](#) or call the Clerk Typist at NACTC at (401) 619-5397.

North Kingstown Public School District (including Wakefield Residents)

Contact Terry Marchesseault at the North Kingstown School District - 401-360-1308.

Providence Public School District

Contact the School Department for ordering information.

Warwick School Department

Book Return: Books can be returned from Monday, June 14th through Wednesday, June 30th from 8:00 AM - 4:00 PM at the Administration Building located at 69 Draper Avenue, Room 213 Hallway. Books must be left on the table set up in the hallway outside Rooms 211 and 213. **Books must be in a bag, either plastic or paper.**

To Order: In order to ensure delivery of textbooks before the beginning of the school year, all requests must be received by June 30, 2021. The Warwick School Department will not be responsible for requests made after that date.

All textbook requests must be made electronically through the Textbook Order Form. Use the link to order your books [Non-Public Textbook Request Form](#) or visit the Warwick Public Schools website <https://www.warwickschools.org/non-public-schools-textbooks/>

All textbooks currently borrowed from the **Warwick School District** with the **Warwick barcode intact must** be returned before any new request for textbooks will be honored. Any lost or damaged textbooks must be paid, **in full**, before any new textbook request will be completed. A current photo ID indicating the **Warwick** address must be shown before any books will be loaned to a student.

Book Pickup: Families will be notified by email when textbook orders are ready for pick up. Books will be placed on the table in the hallway.

Please direct any questions to Dr. Anne Siesel at 298-4035 or email anne.siesel@warwickschools.org