



The UNIVERSITY of OKLAHOMA®
Office of the Senior Vice President and Provost

March 2, 2022

Dear Faculty,

The online course materials portal opened for Summer and Fall adoptions on February 9, 2022 at [Soonerbooks.com](https://soonerbooks.com), and the deadline for adoptions is March 10, 2022. If you have not made your adoptions on each course, please do so prior to the deadline if at all possible**.

Adoptions should only be submitted to the official bookstore, [Soonerbooks.com](https://soonerbooks.com). Only course materials adopted through the bookstore can be purchased by our students who have financial aid vouchers and/or book scholarships. Some OU programs offer book scholarships, and [Soonerbooks](https://soonerbooks.com) also provides \$50,000 in book scholarships annually, which are distributed by the Student Financial Center to students who need financial assistance the most.

The Higher Education Opportunities Act (HEOA) requires higher education institutions to provide the list of assigned textbooks for each course (including ISBNs and prices) in time for student registration. This helps students plan and make informed choices about the courses they select while balancing their financial resources. Furthermore, early adoptions save money for our students because it enables [Soonerbooks](https://soonerbooks.com) to anticipate demand for upcoming titles and to acquire copies across the market, providing competitively priced options to students.

In general OU faculty have demonstrated great sensitivity to course material pricing while choosing the highest quality material for their subject matter. If you are considering any kind of course material change, I would encourage you to consider high quality, lower cost options. I am happy to discuss different options with you. Additionally, there may be excellent no-cost options for your course by using Open Educational Resources (OER). OU has been a pioneer in the OER movement, and recently University Libraries hired a new OER librarian, Morgan Briles. She is an expert on helping faculty identify high quality, no-cost materials and can be contacted at mwbriles@ou.edu.

**Submitting adoption information is quick and easy. Visit [Soonerbooks.com](https://soonerbooks.com) and login with your 4+4 to find the courses you are assigned to teach for each term, then click on those courses to make your adoptions. The adoption portal will remain open through March 10, and then it will be set to read-only mode. At that time, any late adoptions must be submitted directly to our bookstore, soonerbooks@akademos.com, managed by Britt McDermitt (OU's dedicated account manager).

Please note the following:

- Please enter adoptions by March 10, *and I suggest checking again for accuracy* about 6 weeks before the term begins. If your assigned course section changes, the adoptions do not carry over with the change. You will need to let [Soonerbooks](https://soonerbooks.com) know if the material needs to be changed from one section to another. To learn about OU's adoption policies, [click here](#) or see the attached FAQs.
- All course materials should be adopted. This includes technology components such as TopHat, iClickers, and calculators. Students on financial aid cannot use their funds to purchase these materials elsewhere.
- Even if your course does not require any materials or if you use OER materials in your class, please login and indicate this in the portal. It will display the information to students when they login to purchase their materials, and it will make it clear that course materials are not required and/or will not cost the student anything.

- If you need assistance entering an ISBN that cannot be found in the Soonerbooks database, email soonerbooks@akademos.com
- If you are new to making your course material adoptions, Soonerbooks has several resources available to help you, including a short [tutorial video](#) and adoption guide that is attached to this memo. You can also contact OU's account management team at soonerbooks@akademos.com if you have any questions.
- If students have questions, they should be directed to contact Soonerbooks Customer Service at 855-790-6637 or soonerbooks.com/help. Students will be able to login to Soonerbooks.com to purchase their books and supplies for Summer courses on April 11, 2022 and for Fall courses on July 12, 2022.

For more information, a list of FAQs is included as an attachment. I appreciate all that you do to make this process a smooth and successful one. Please let me know if you have any questions or need assistance.

Best regards,

Matt Hamilton
Special Assistant to the Provost