

Administrative Procedure
Chapter 4 – Academic Affairs

AP 4999

E. **ZTC Course:** Zero-Textbook-Cost (ZTC) refers to instances in which textbooks are available to students at no cost and is highlighted with a ZTC symbol on the online campus course schedule.

F. **LTC Course:** Low

G. **ZTC Designation:** It is the responsibility of the faculty to ensure their ZTC courses are clearly marked as ZTC in PeopleSoft. Faculty using ZTC shall select “Zero Textbook Cost” in the system.

H.