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<b>Name:</b>	<b>Procurement – Purchases For Students</b>
Policy Number:	4-1004
Origin:	Financial Services
Approved:	1 March 1993
Issuing Authority:	Director, Financial Services
Responsibility:	Manager, Procurement Services
Effective Date	1 September 2007
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Materials and/or services for the University are purchased for the use of University employees in the performance of their duties.

Many of these materials and/or services purchased by the University are eligible for tax rebates because they are to be used directly in teaching and/or research. As a condition of this rebate, supplies cannot be resold or rented.

Consequently, all purchases by students must be made through the University Bookstore who has been set up as an authorized reseller. Under no circumstances is any academic or administrative department to resell materials directly to a student.