

FAQs for Instructors Re MCU Directive on the Costs of Educational Materials

MCU Directive on the Costs of Educational Materials

- **What constitutes an educational material in this context?**
 - The MCU Directive does not provide a definition for what constitutes an educational material other than noting “textbooks and other learning materials”. We would suggest including any textbook or learning material that students would not typically already own. In other words, you would not need to include the cost of paper and pens unless you are asking students to purchase a specific type of paper or pen specifically for the course. You also do not need to include any costs that are already reported as Ancillary fees (e.g., fieldtrip costs).
- **What data source should I use for cost?**
 - We recommend that you ensure you are sourcing the educational material for your courses from a vendor that all students are likely able to access. For example, the U of T Bookstore would be appropriate, or an online vendor that is available to all students. The cost should be for a new version of the item, not a used version, because a used item may not be available for all students. However, you will need to indicate if a used version is acceptable because MCU has requested this information.
 - If you are specifying a digital resource for your course, such as an ebook, then there may be a 4-month rental option available, and you could cite this as the cost.
 - From the directive: “In the event that the cost for the current year is not available at the time the syllabus is prepared, the most recent cost should be included...”
- **What if the cost of the educational material changes?**
 - When posting this information for students, we will include language that indicates all costing information is subject to change. You do not have to monitor or report these changes.
- **If my educational material is available as a rental vs. to purchase which cost should I include?**
 - If the educational material for your course is available as a rental for students, you can include the cost to rent the educational material for the duration of the course

in this survey. We would encourage you to share this information with students in your course to ensure they are aware of that option.

- **I use U of T Library's Syllabus Service to ensure students can access my course learning material at zero cost, how would I respond to the survey?**
 - If the educational material for your course is available through U of T's Syllabus Service for students, or you are using an Open Educational Resource (OER), you can include the cost for that educational material as zero dollars in this survey. We would encourage you to share this information with students in your course to ensure they are aware of that option.
- **I use the U of T Bookstore to source all of my learning materials, do I still need to complete this survey?**
 - Yes, the U of T Bookstore information is collected for ordering stock for your course. We require you to complete this survey to ensure the University of Toronto is in compliance with the MCU Directive.
 - Also please note that this survey asks you to list all learning materials that are mandatory or optional for your course which may include items other than textbooks.