

**AIKEN TECHNICAL COLLEGE
PROCEDURE**

Procedure Title: BOOKSTORE DISCOUNT TO EMPLOYEES	Procedure Number: 6-3-104.1
Institutional Authority: Chief Business Officer	
Associated SBTCE Policy/Procedure:	
Governing ATC Policy: 6-3-104	

Approved:


President


Chief Business Officer

Date

Adopted: 03/10/2008

Date

Revised: 09/11/2023

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

The discount percentage will be recommended to the Chief Business Officer by the auxiliary services manager for approval. Items ineligible for the discount include, but are not limited to, food, medicine, laptops and tablets. Employees may be asked to present valid identification.