# Vocational Rehabilitation Services Manual C-400: Training Services

Revised February 1, 2022

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## C-415: Textbooks and Supplies

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**C-415-2: Maximum Amounts for Textbooks and Supplies**

Exceptions to the limitations for books and supplies require justification and approval by the VR Supervisor. For additional information, refer to [VRSM D-200: Purchasing Goods and Services](https://twc.texas.gov/vr-services-manual/vrsm-d-200). For customers who are eligible for SSI/SSDI because of a disability, refer to [C-406-2: Supplemental Security Income and Social Security Disability Income Recipients](https://twc.texas.gov/vr-services-manual/vrsm-c-400#c406-2).

The maximum amounts that VR can pay per semester or grading period for required textbooks and course-related supplies that are not included in tuition and fees are as follows:

* Community college: $1,000
* Technical and state college: $728
* Four-year college or university: $797
* Health-related institutions: $876
* Proprietary institutions (career colleges): $1,000

These rates are based on one standard deviation above the averages from [College for All Texans](http://www.collegeforalltexans.com/index.cfm?objectid=63188B97-0C47-0020-6DBBBAD96A7DFB83) (college cost 2020-2021) averages for books and supplies. VR reviews these rates annually in July.

Fees charged for electronically accessing course textbooks and supplies should be included when calculating these maximum amounts.

Tools and equipment that are required for training but will be kept and used by the customer for employment after completing training are purchased according to processes and procedures in [VRSM C-1407: Tools and Equipment](https://twc.texas.gov/vr-services-manual/vrsm-c-1400#c1407). The amount for these items is not included in or subject to the maximum amounts for required textbooks and course-related supplies.

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