



November 2, 2015

To: NDLS Training Centers

From: Jack Horner  
Executive Director  
NDLS Program Office

A handwritten signature in black ink that reads "Jack L. Horner".

Reference: eNDLS Textbooks

The National Disaster Life Support Foundation is pleased to announce that the Electronic CDLS, BDLS and ADLS textbooks will be available in December! The e-books will be delivered to each student as a download at the time of student registration. This is in response to the increasing demand for digital delivery of our course textbooks and to improve the delivery of our courses. With the increasing use of portable devices the new eNDLS textbooks now become a valuable reference available at anytime. Students will now have their digital textbooks (EPUB format) immediately available following course registration and training centers will no longer need to maintain a large inventory of books for distribution to students. This format is compatible with both Apple iBook and Google Play Book. Additional readers are available online such as Adobe Digital Edition. Each textbook will be embedded with a digital watermark that identifies the ownership of the textbook to the individual student. This watermark is invisible to the student and will not impact the textbook's readability.

Students who wish to purchase a hard copy of the NDLS textbooks will be able to do so for an additional fee. The BDLS and ADLS textbooks will be available to the training centers for the reduced price of \$25.00. Selling price for all books sold by the training center will be determined by the training center. This will allow each training center the ability to sell printed copies of the textbooks as an additional source of revenue.

For all BDLS and ADLS courses Training Centers will be invoiced a fee of \$50.00 for each student registering in the course and downloading the corresponding textbook. For all CDLS courses the invoiced fee will be \$15. These fees cover the following:

1. The student registration
2. Course e-book (up to three (3) devices)
3. Pre-course test administration

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4. Post-course test administration
5. Printing of course completion certificate
6. Printing of course completion wallet card
7. Maintenance of the LMS and course databases

The NDLS program office will issue an invoice to each training center after the published course date. The invoice will be based on the number of students who have registered for each course and downloaded a digital course textbook. Invoices are typically due within 30 days of receipt unless prior arrangements are made with the NDLS program office.

We understand that some training centers maintain an inventory of NDLS textbooks. For those training centers with current inventory the NDLSF may defer the student registration fee of \$50.00 until a training center's inventory is sufficiently reduced. This will be determined on a case-by-case basis and will require a full inventory of NDLS textbooks on hand be sent to the NDLS program office. We also understand that some training centers use funds to pre-purchase books prior to establishing course rosters. We will allow training centers to pre-purchase "credits" for courses in order to accommodate different funding models.

The NDLS program office is excited to offer the NDLS textbooks in digital format to your students and will continue to make changes that will increase value to both the training centers and students. We look forward to working with each of you to make the NDLS programs and your training center a success.