

## **Bookstore**

Order your textbooks and supplies through the South Central College Bookstore's online webstore. When you order online, you gain peace of mind knowing the items you selected will be ready for you on the first day of class!

Grab your class schedule and go to <u>www.southcentralbookstore.com</u> to get started.

- 1. Select your home campus, either North Mankato or Faribault.
- 2. If this is your first time on the site, you will need to create your bookstore login & fill out the corresponding information so you can complete your order. This can be done by clicking the "My Account" tab. If you already have a bookstore website account, click the "My Account" tab and log in. *\*It's important to save this information for future semesters!*
- 3. Click on the "Textbooks" tab, and select the campus you are taking your classes at.
- 4. Using your class schedule, select the term, department, course and section number for your course. Continue to do this for each course you are taking.
- 5. Once you have your courses added, scroll down and click the "View Your Materials" button.
- 6. Select the new or used option (if available) for each book by clicking the button next to each item. Click "Add to Cart" for each item you are purchasing.
- 7. Click the "Continue Checkout" link at the bottom of the page to continue.

\*If you are planning to shop in-store for your materials, click "print book list" from this page and bring it with you. The bookstore staff will need it to pull your books for you.

- 8. Review your cart and click "Continue Checkout" when ready.
- 9. You will be asked questions regarding new/used substitutions, and if you want items added to your order if your instructor adds something additional. Answer these questions to proceed with checkout.
- 10. Click the "Payment Options" button to continue.

\*Financial Aid does pay for supplies. Add them to your cart now from the supplies tab at the top of the page if you wish to receive them with your books!

- 11. Select how you want to receive your order, either pick up in-store (choose your pickup date from the drop-down menu) or have your order shipped directly to you.
- 12. You can pay online with a credit/debit card or you can use your financial aid grants/loans if you have completed your FAFSA with South Central College. Select your payment method from the drop-down options, complete the information and click "Submit Your Payment".
- 13. Please keep your order number handy! You will need it to pick up your textbooks, or for any order inquiries. There is a minimum 24-hour turnaround time to process online orders.

\*\*If you have someone else purchasing your books, such as the PSEO program, Veterans Benefits, Rehabilitation Services, MRCI, MVAC, TAA, or the Workforce Center, we cannot process your order online. Please come in to the bookstore with your printed book list and we will assist you at that time.

\*Follow steps 1-7 for assistance on how to print your book list.