How to place an online order

1. New Customer - make a new account [here](#)
   
   Returning Customer - log into your account
   
   • Please note this is *not* your Canvas or Campus login

2. To find the required textbooks for your course you may search by course or select Books for [Semester] Schedule from your [MyCampus](#) account

[Login page screenshot]

[MyCampus homepage screenshot]

[Emergency Text and Email Notifications]

LCCC students receive emergency text and email notifications through the Everbridge software. For additional features, download the app - [Everbridge](#) - and sign in with your MyLCCC login.

The app has features including the ability to contact Campus Security through your phone via voice or text capability. If you do not have the mobile app, you will still receive an email at your student email address and text message through Everbridge.

Learn more at [https://www.lccc.edu/everbridge](https://www.lccc.edu/everbridge)
3. Select your textbook preference then [Add to Cart]
   - Digital and Rentals are only available for select books
   - For more information on our rental policy click here

Note that the CHOOSE EITHER option is a choice between book formats (typically between access codes or physical bundles) you only need to select one of these options.

**Course Materials**

**Select Course Materials**

Term: SUMMER 20 Name: ASTY 152 Section: ALL Instructor: Henry Location:

Course Notes:

**View All Course Materials**

**REQUIRED**

**DISCOVERING THE UNIVERSE**

- Author: COMINS
- Edition: 11TH 19
- Published Date: 2019
- ISBN: 9781319055304
- Publisher: MAC HIGHER
- Book Notes:
  - Summary
  - Rental Agreement
  - Digital Return Policy

**Print**

- $189.25 New
- $142.00 Used

**Rental**

- $108.00 New
- $60.70 Used

**Digital**

- $57.00 VitalSource (180 Days) Digital Rights

[Add to Cart]

**Choose between Print or Access Code**

**HORNGREN’S FINAN.+MNGRL (LL)-W/ACCESS**

- Author: MILLER-NOBLES
- Edition: 5TH 18
- Published Date: 2018
- ISBN: 9780134542857
- Publisher: PEARSON
- Book Notes: This product is a bundle containing a looseleaf version of the textbook as well as access to Pearson's MyAccountingLab.

**Print**

- $260.00 New

[Add to Cart]

**Access Code**

- $148.75 New

[Add to Cart]

**HORNGREN’S FINAN.+MNGRL ACCT.-MYACCTLAB**

- Author: MILLER-NOBLES
- Edition: 5TH 18
- Published Date: 2018
- ISBN: 9780134540610
- Publisher: PEARSON
- Book Notes: This product is a printed code that gives access to the digital version of the textbook and Pearson's MyAccountingLab.
4. Select **Continue Checkout** to be directed to your shopping cart, here you may add and remove items or change quantity.
5. Select **Payment Options**. Here you may choose between **Pickup Order** or **Ship Order**.

- When choosing **Ship Order**, make sure all information is correct and updated within **Select Address**.

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1. **Select Address**

2. **Shipping Method**

3. **Payment Options**

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**Planning on paying with Financial Aid (Student# + XXXX)?**

Click here to see what items in your cart are covered by your financial aid funds.

- or -

**How would you like to receive your order?**

- **Pickup Order**
- **Ship Order**

There may be some differences in available payment options based on the selection of how you would like to receive your order.

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1) Make sure all information is correct

2) Shipping fees will be applied

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**Your Order**

<table>
<thead>
<tr>
<th>(Estimates)</th>
<th>View Cart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number Of Items:</td>
<td>1</td>
</tr>
<tr>
<td>Course Materials:</td>
<td>$206.75</td>
</tr>
<tr>
<td>Shipping:</td>
<td>$0.00</td>
</tr>
<tr>
<td>Handling:</td>
<td>$0.00</td>
</tr>
<tr>
<td>Total Before Tax:</td>
<td>$206.75</td>
</tr>
<tr>
<td>Estimated Taxes:</td>
<td>$0.00</td>
</tr>
<tr>
<td>Grand Total:</td>
<td>$206.75</td>
</tr>
</tbody>
</table>

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**Need Help?**

Call us: 440-366-4055
Returns Policy
Email Us
6. Within Payment Options Fill out all necessary payment information.

- If you are using Financial Aid please select the dropdown menu.

**Apply Promo Code**

[Promo Code]

**Choose Payment Option**

- Credit Card
- Credit Card
- Financial Aid(Student# +xxxx)
- VISA

- Once Financial aid is selected please enter your Account number
  - Note that this number is your Student Number followed by the semester code. **This code changes every semester**

Choose Payment Option

[Financial Aid(Student# +xxxx)]

[Account Number]

☐ Your account number is your student ID number + xxxx. Do not enter any leading zeros. (example: if your student number is listed as 000123456, you would enter "1234564222")

By checking this verification box, I authorize the use of my available Student Financial Aid funds to pay for books and merchandise.

- Please be aware, not all Financial Aid types cover materials, for information regarding your Student Financial Aid, please contact The Financial Services office at 440-366-4034 or use their text to talk feature.
7. You can view your total on the Right hand side of the page before submitting payment.

Your account number is your student ID number + XXXX. Do not enter any leading zeros. (example: if your student number is listed as 000123456, you would enter "1234564222")

By checking this verification box, I authorize the use of my available Student Financial Aid funds to pay for books and merchandise.

For additional order details, add here.

You can check your total before submitting payment.
8. Order confirmation and Picking up
   - Two emails will be sent out, the first is a confirmation that the order has been placed. The second is confirming the order is ready for pick up. Please check your spam inbox if you have not yet received a confirmation email.

   - When picking up, a photo ID must be present. If anyone other than yourself is picking up, please specify within the Order Comments box provided, before submitting.

9. Order Status
   - When checking on your order please be aware of the different statuses
     - New – the order has just been placed and is not ready for pick up
     - Picking – the order is currently being filled and is not ready for pick up
     - Packed - the order has been processed and is ready for pick up (Please check for a confirmation email)
     - Repick – an item in your order was not available at the time of placement and is being refilled.
     - Dropped - there was an issue processing your order, please check your email for more details.