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TEXTBOOK PURCHASES



We encourage you to purchase your textbooks online for an in-store pickup. If you purchase online, you can also choose to have them shipped to your home. Please allow two business days for your order to be ready. Alternatively, you can come to the bookstore in person to purchase your textbooks. Since the store is counter service only, bring a printed copy of your class schedule, and the staff will find your books in the back of the store.

HOW TO ORDER YOUR TEXTBOOKS

- 1) Go to <https://carlow.bncollege.com>.
- 2) Under "Course Materials & Textbooks," select "Find Course Materials."
 - a. Select the term, department (the 2-4 letter code for your class), course number, and section for your courses.
 - b. Click "Retrieve Materials." This will display all books needed for your classes with buying options and prices.
- 3) Select if you would like to **rent** or **purchase** the book (some books are rentals only or purchase only) and if you would like **new** or **used** (some books are only available as new).
- 4) Once all books are added to your cart, you can request them to be shipped or picked up. Most residential students select an in-store pickup for when they move in.
- 5) Create an account and check out.
 - a. Use your Carlow email address or any address you check frequently. You will be emailed bookstore promotions as well as information on rental returns.
 - b. Add your phone number so when you return your books, the bookstore staff can easily look up your account using that number.

***Note:** If you get a message that book information is pending for a class, it was not supplied to the bookstore. Please contact your professor via email for details.*

TEXTBOOK RETURNS

If you find that you do not need your textbook, you have the first two weeks of classes to return it. If a professor or department decides to change their course material, we will work with you and the professor to provide a refund. Please note that online outlets or off-campus stores that are not affiliated with our Barnes & Noble bookstore may not offer you a refund.

QUESTIONS?

Please direct any questions to sm8128@bncollege.com or prcahall@carlow.edu.



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