# How to purchase or rent textbooks with your financial aid

### You can conveniently charge your textbooks to your student account.

\*NOTE: Applying financial aid to bookstore purchases is available for a limited time before the semester and after the first day of class. You will be able to check if the financial aid option is available during checkout .

# Start by going to Wittenberg's bookstore's website wittenberg.bncollege.com

Log in to the bookstore with your Wittenberg email credentials



"Find Course Materials" to select your classes and view required materials.

Add your items to your cart. Choosing to purchase or rent your textbooks.

Click "Proceed to Cart" once all your items have been added.

Review your selections. Select if you or someone else will be picking up your books then select "Continue"

BOOKSTORE AFFAREE & SPIRIT STOP		Sign In / Create Account 🔺	Log In / Create an Ac	count with your edu address for a	a personalized course material		SIGN IN
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Visit Customer Care Sat: CLOSED	Spirit Shop Help						
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\*NOTE\* if you have any rented books in your cart you will be asked to input credit card information during the next steps, even if using your financial aid. Your card will only be charged if the rent book(s) are not returned.

### Next steps if RENTING <u>any</u> materials:

$\checkmark$	\$	8	<u> </u>		If	
1. Shipping & Pick Up	2. Payment	3. Terms & Conditions	4. Order Rev	view		
Rental Information					ch	
Enter your student ID (Optional)		_	Order Summary Order Subtotal Handling • Tax TOTAL	\$37.45 \$2.00 \$2.86 <b>\$42.31</b>	Or	
You are required to provide a credit card Subscriptions and Rented Course Materials will card will be used for damages or late fees on Re can choose to pay for your order with another o	to secure your rental books. require a securing credit card to be k inted Course Materials or for renewa ption next.	ept on file. The securing credit Is on any subscriptions. You	PICKUP Wittenberg University Officia Essential Biochemistry (Looseleaf) Gty: 1	l Bookstore \$37.45		
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Select "Financial Aid" from the side					P PayPal	
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					NOW, PAY LATER	
				A DACK TO TOD		

you have a rental this is where you will be asked to input your ard information before proceeding. Your card will not be harged unless you do NOT return the rented text books.

**Order Summary** 

Order Subtotal

Handling 🔞

Tax

TOTAL

PICKUP

Wittenberg University Official Bookstore Essential

Biochemistry

(Looseleaf) Qty: 1

\$37.45

\$2.00

\$2.86

\$42.31

\$37.45

nce a card is entered and confirmed you can continue

#### r rental books.

be used for damages or late fees on rented course materials or for renewals



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## Next steps if RENTING any materials:

#### Payment Information

#### Select a payment method



Input your Student ID number. Then click "Apply SFA funds". Then "Proceed to checkout"

### Check the "Internal provider" box

#### **Payment Information** Select a payment method CREDIT / DEBIT CARD AID CATEGORY AVAILABILITY WINDOW STATUS **Financial Aid** July 7, 2025 - September 26, 2025 OPEN FINANCIAL AID FINANCIAL AID You have chosen to apply Student Financial Aid (SFA) to this order. PayPal Financial Aid is for everything instore and online. GIFT CARD Learn more about SFA Terms & Conditions. > ✓ Internal Provider ZO BUY NOW, PAY LATER Student ID Number 1234567 APPLY SFA FUNDS

# Next steps if RENTING any materials:

You will be asked to agree to the rental Terms & Conditions from the bookstore; review, agree, continue, then select "proceed to checkout" again.



## Next steps if <u>ONLY</u> buying materials:

# -Select "Financial Aid" from the side options instead of "Credit/Debt Card"

1. Shipping	✓ 1. Shipping & Pick Up		\$ 2. Payment	
Payment Informatio	'n			
CREDIT / DEBIT CARD	AID CATEGORY	AVAIL	ABILITY WINDOW	STATUS
FINANCIAL AID FINANCIAL AID	Financial Aid	July 7,	2025 - September 26, 2025	OPEN
	You have applied Student Accounts funds to this order.			
	Financial Aid is for everything instore and online.			

AID CATEGORY	AVAILABILITY WINDOW	STATUS
Financial Aid	July 7, 2025 - September 26, 2025	OPEN

You have chosen to apply Student Financial Aid (SFA) to this order.

Financial Aid is for everything instore and online.

Learn more about SFA Terms & Conditions. >

Internal Provider

Student ID Number

APPLY SFA FUNDS

Check the "Internal provider" box

Input your Student ID number.

Click "Apply SFA funds".

# Next steps if <u>ONLY</u> buying materials:

### Review & place order.

<b>Willenberg</b>		â	Secure checkout
1. Shipping & Pick Up	✓ 2. Payment	3. Order Review	
Pick Up Information	→ Belit		_
Pickup Location Wittenberg University Official Bookstore 734 Woodlawn Ave. at Ward Springfield, US-OH 45504 Pickup Person		Order Summary Order Subtotal Handling • Tax TOTAL	\$187.14 \$2.00 \$13.72 <b>\$202.86</b>
Payment Information SFA Provider Internal Provider	∕∂ Edit	PICKUP Wittenberg University Of Essential Biochemistry (Looseleaf) Oty: 1	ficial Bookstore <b>\$187.14</b>
	PLACE ORDER By placing the order, I am confirming that I have read and agree with the Terms & Conditions		

### How to purchase or rent textbooks with your financial aid

### You can conveniently charge your textbooks to your student account.

\*NOTE: Applying financial aid to bookstore purchases is available for a limited time before the semester and after the first day of class. You will be able to check if the financial aid option is available during checkout .

Step 1: Log in to the bookstore: wittenberg.bncollege.com with your school email credentials to view your classes and required materials.

Step 2: Add your items to your cart. Choosing to purchase or rent your textbooks.

Step 3: Click "Proceed to Cart" once all your items have been added.

Step 4: Review your selections. Note\* if you have any rented books you will be asked to input credit card information during the next steps even if using you're financial aid. Your card will only be charged if the rent book(s) are not returned.

Step 5: Select if you or someone else will be picking up your books then select "Continue"

#### Next steps if ONLY buying to own materials:

#### Step 6 Buying:

- Select "Financial Aid" from the side options instead of "Credit/Debt Card"
- Check the "Internal provider" box
- Input your Student ID number.
- Click "Apply SFA funds".

Step 7 Buying: Review & place order.

### Next steps if RENTING any materials:

Step 6 Renting: If you have a rental this is where you will be asked to input your card information before proceeding. Your card will not be charged unless you do NOT return the rented text books.

- Once a card is entered and confirmed you can continue
- Select "Financial Aid" from the side options instead of "Credit/Debt Card"
- Check the "Internal provider" box

- Input your Student ID number. Then click "Apply SFA funds". Then "Proceed to checkout"

Step 7 Renting: You will be asked to agree to the rental Terms & Conditions from the bookstore; review, agree and then select "proceed to checkout" again.