

Charging Textbooks at Eastern Shore Community College

Students who wish to use their financial aid to purchase books and supplies from the ESCC Online Bookstore are required to complete and sign a Bookstore Charge Authorization each academic year. The Authorization is an online form in your To Do List on the Student Center page within your MYESCC SIS account. You will receive an email when the Authorization is ready and available in your student account to complete. Once this Authorization is on file with the Financial Aid Office, you may charge your purchases to your financial aid account during specific dates.

Once you complete your Bookstore Charge Authorization Form, you may charge your purchases to your financial aid account on these dates:

- **Fall 2020:** August 17th – September 9th (online);
- **Spring 2021:** January 8th – January 27th (online);
- **Summer 2021:** TBA (online);

There may be times when charging against financial aid is opened earlier than the dates posted above, if that is the case, an email will be sent to all currently enrolled students at their campus email account.

There will be no book charges after these dates.

ESCC Bookstore Policy

The student must sign the Bookstore Charge Authorization Form for each year the student plans to use his/her financial aid to make educationally related purchases at the bookstore. The Bookstore Charge Form gives permission to Eastern Shore Community College and the Follett On-line Bookstore to access the student's financial aid information for the purpose of charging books and educational supplies using financial aid while the student is enrolled. Additionally, students must understand the following information when purchasing at the bookstore:

- Signing the Bookstore Charge Authorization Form is voluntary, and is not needed if the student chooses to make purchases from a vendor other than the on-line bookstore.
- You were awarded financial aid to help cover the costs of educationally related expenses during **your** attendance at Eastern Shore Community College. These funds should only be used to purchase books and educational supplies that are required for the classes in which you are enrolled. These funds should NOT be used to purchase multiple copies of the same textbook during a single semester. Your financial aid funds are intended for purchases made by you, for you, and should never be used to purchase textbooks or supplies for other students, staff, or faculty members.

Students may use excess financial aid in the ESCC Online Bookstore to purchase only required books and educational supplies for registered courses. Items not approved for purchase with financial aid include but are not limited to apparel, food, cell phones, gift items, and gift/prepaid cards.