Where can I get my books?

You are not required to buy your books at the campus bookstore. However, there are a lot of good reasons to do so, at least for your first semester. If you are able to pay for your own books, compare other options a few weeks before classes. Price, return policy, availability, guarantees and delivery time are all factors to consider. You can buy your book at:

1. Campus Bookstore
2. Online (amazon.com and chegg.com are two reliable sources but there are many other sites)
3. IUS Classifieds (“Campus” tab on OneStart)
4. Other local bookstores

What are the e-Textbook fees on my bill?

When you see an e-Textbook fee on your bill, this is from a class that requires students to use the online textbook only available through the university. These books are available through OnCourse, the student academic online portal, and the charge for the book is mandatory and added to the student’s bursar bill. This student has an e-textbook that cost $81.48.

<table>
<thead>
<tr>
<th>Class</th>
<th>Item Status</th>
<th>Last Activity Date</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Pell Grant</td>
<td>Spr 2013</td>
<td>-1,300</td>
<td></td>
</tr>
<tr>
<td>Active</td>
<td></td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>IUS University Grant</td>
<td>Spr 2013</td>
<td>-155.83</td>
<td></td>
</tr>
<tr>
<td>Active</td>
<td></td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>Bookstore Charges</td>
<td>Spr 2013</td>
<td>113.47</td>
<td></td>
</tr>
<tr>
<td>Active</td>
<td></td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>Activity Fee</td>
<td>Spr 2013</td>
<td>83.02</td>
<td></td>
</tr>
<tr>
<td>Active</td>
<td></td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>E-Textbook Fee</td>
<td>Spr 2013</td>
<td>81.48</td>
<td></td>
</tr>
<tr>
<td>Active</td>
<td></td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>IUS UNDERGRADUATE &amp; ECON I</td>
<td>Spr 2013</td>
<td>12162012</td>
<td>0.00</td>
</tr>
<tr>
<td>Active</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resident Undergraduate Fees</td>
<td>Spr 2013</td>
<td>12162012</td>
<td>0.00</td>
</tr>
<tr>
<td>Active</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technology Fee</td>
<td>Spr 2013</td>
<td>12162012</td>
<td>0.00</td>
</tr>
</tbody>
</table>

Selling/Returning Books

Deadlines

Regardless of where you bought or rented your book, there will be a deadline for returning it for credit. If you miss this deadline on a purchased book you may not be able to return it to the store where you bought it. Late rental returns may result in a replacement charge for the book; follow return instructions carefully. If you were sent a return box or envelope, keep it in a safe place where you can find it. Don’t forget to save your receipt for ALL returns.

Book condition

If your book is returned with notable damage, including significant highlighting, and writing or any water damage, you may not be able to return it or its value may be reduced. Be sure you look the book over carefully when buying locally and make note of any existing marks or damage with the seller.

Online returns and sales

When buying online be sure you understand the return policy. If the book you receive is not in the promised condition you should be able to return or exchange it. However, keep in mind how long you have before the semester begins. You may be out of time for an exchange but could still buy the book locally. Often when you buy a book online and use it you can’t return it, but you can resell it through the same site. If you are tech-savvy and comfortable with online stores, sell your book yourself!

IU Southeast Classifieds

Sell your book yourself through the IU Southeast Classifieds! In OneStart click on the “Campus” tab. The Classifieds will be on the right, with a link at the bottom to create your own ad. There might also be some bulletin board space in your school’s building to post a notice. You can possibly sell it for more than you’d receive by returning it to the bookstore. This is always a great place to find a used book as well, almost always for less than a purchase or rental price online or in a local store.
WHERE IS MY BOOK LIST?

TO FIND YOUR BOOK LIST:
- Enroll in your classes
- Log on to OneStart at www.ius.edu
- Follow the link to the Student Center
- Follow the link to “View/Order Textbooks”

This will link you to the campus bookstore, managed by Barnes & Noble, where textbook and price information will be available. The website will give you an option to place an order to be sent to your home or to be picked up in the campus bookstore. While you do not have to purchase your textbooks through the campus bookstore, information is offered by Barnes & Noble as a convenience.

If you wish to buy or rent your books off campus, please take the following into consideration.

For Online Book Orders:
- Order early to allow enough time for books to arrive before classes begin
- Order the correct edition and avoid “international” versions
- Read and understand the provider’s policy on returns
- Be prepared to use your own funds. Financial aid refunds are not available until after classes begin.

RENTAL, USED, NEW, eTEXTBOOKS, IU eTEXTBOOKS

The campus bookstore offers several options for purchasing your books. See below!
- **Rental**: Generally, the least expensive option. The text book must be returned promptly on the last day of finals for books rented from the campus bookstore. Follow the instructions of the provider for books rented from another vendor. If you do not return the book you will be charged the new price for the book replacement.
- **Used**: Another less expensive option for books! However, used books often sell out quickly. Buy early for the best opportunity to find used books.
- **New**: The most expensive choice, but sometimes your only option, so be prepared.
- **eTextbooks**: Available as a rental that “deactivates” after the academic period or as a purchase. eTextbooks are not always the least expensive choice as this example demonstrates. However, eTextbooks have other advantages and are often a less expensive choice.
- **IU eTextbooks**: Some classes require students to use an online textbook only available through the university. These books are available through Oncourse, the student academic online portal. From any web-accessible device (computer, laptop, tablet, etc.)

The charge for the book is mandatory and added to the student’s bursar bill.

PAYMENT OPTIONS

CHARGE TO YOUR BURSAR ACCOUNT:
Approximately two weeks prior to the semester through the 4th day of classes, you can take your UCard to the campus bookstore and charge up to $600 in books and supplies at the campus bookstore ONLY. This will be added to your bursar bill and your monthly payments.

USE RESIDUAL FUNDS FROM FINANCIAL AID: Do you have more financial aid than you need to cover the cost of your tuition and other fees? You can use these additional funds to help cover some (maybe all) of your UCard book charges. When your financial aid for the semester disburses to pay your bursar bill, it will also help pay for the books that you charged to your UCard. Be sure to sign a Title IV form online, at the bookstore or at the Bursar Office and check OneStart for any holds on your account.

USE A BOOK SCHOLARSHIP:
Did you receive a book scholarship from an outside source? These funds are generally sent straight to you and do not require any notification to IU Southeast. Just cash your scholarship check and use that money to buy your books anywhere you want. If the check is made out to IU Southeast or to both you and the school, endorse the back of the check, and turn it in to the bursar’s office to credit your account.

USE YOUR OWN MONEY:
Of course you don’t have to charge your books in the campus bookstore—they take all the usual payment choices. However, you may be able to save money by purchasing or renting your books from another source—we encourage you to shop around if you have time but you must use your own funds to pay for them. If that is not possible, be sure to set aside some of your residual financial aid funds to allow you to pay for books needed for the next semester.