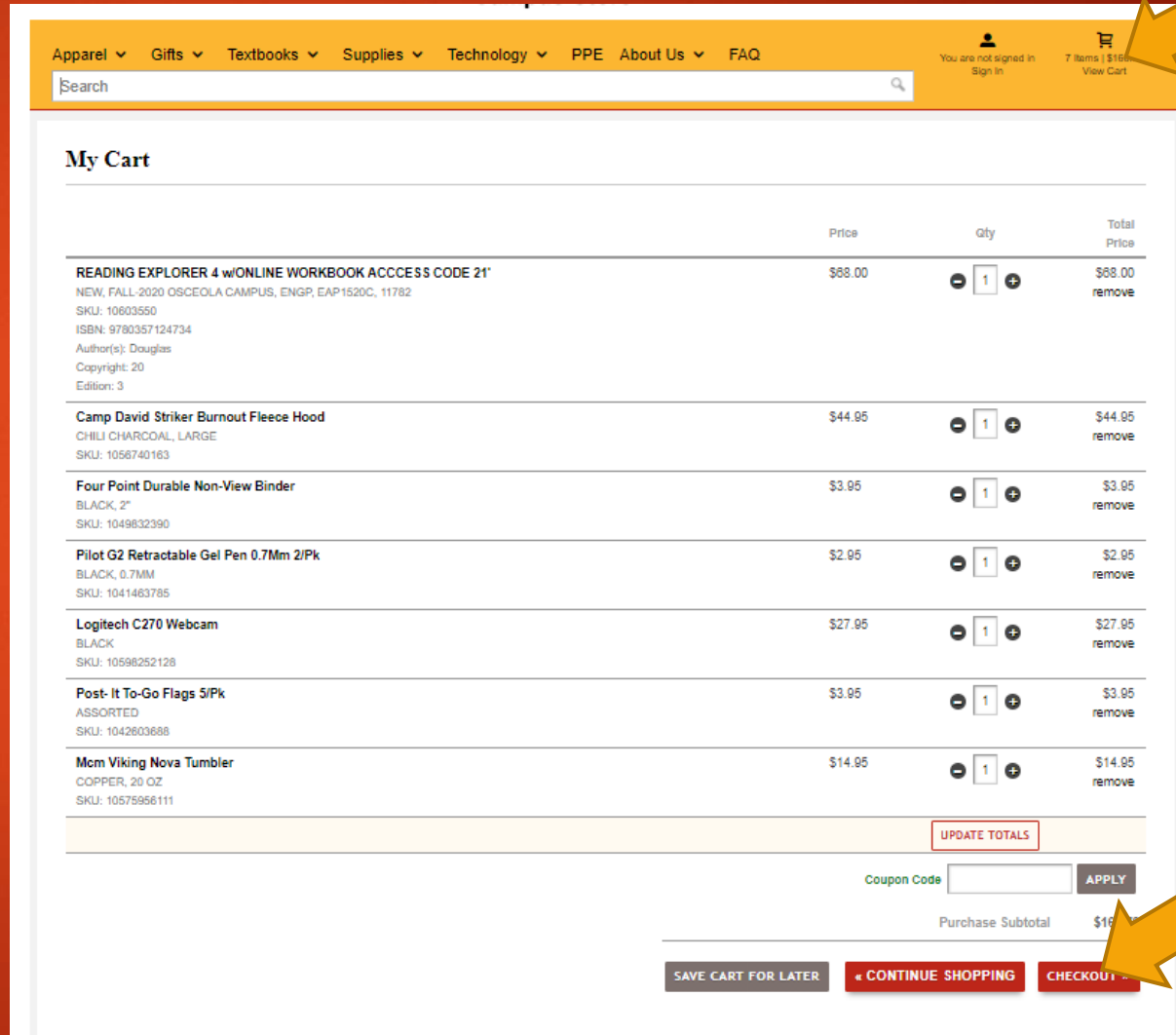




Valencia College Campus Stores

CAMPUS STORE ORDER USING ORANGE COUNTY SCHOOLS DUAL
ENROLLMENT FUNDS

- A list of all your course materials will populate. Add the course materials you wish to purchase by clicking on the Plus Sign (+)
- After all course materials are added to the cart, click on the cart icon at the top right corner of the web page.
- Scroll down and click on the “CHECKOUT” button on the bottom right corner of the web page.



The screenshot shows a shopping cart page with a yellow header. The header contains navigation links: Apparel, Gifts, Textbooks, Supplies, Technology, PPE, About Us, and FAQ. A search bar is located on the left, and a user login prompt and a cart icon with '7 Items | \$168.00' are on the right. A yellow arrow points to the cart icon. Below the header, the page is titled 'My Cart'. It displays a table of items in the cart:

	Price	Qty	Total Price
READING EXPLORER 4 w/ONLINE WORKBOOK ACCESS CODE 21' NEW, FALL-2020 OSCEOLA CAMPUS, ENGR, EAP-1520C, 11782 SKU: 10603550 ISBN: 9780357124734 Author(s): Douglas Copyright: 20 Edition: 3	\$88.00	1	\$88.00 remove
Camp David Striker Burnout Fleece Hood CHILI CHARCOAL, LARGE SKU: 1056740163	\$44.95	1	\$44.95 remove
Four Point Durable Non-View Binder BLACK, 2" SKU: 1049832390	\$3.95	1	\$3.95 remove
Pilot G2 Retractable Gel Pen 0.7Mm 2/Pk BLACK, 0.7MM SKU: 1041463785	\$2.95	1	\$2.95 remove
Logitech C270 Webcam BLACK SKU: 10596252128	\$27.95	1	\$27.95 remove
Post-It To-Go Flags 5/Pk ASSORTED SKU: 1042603688	\$3.95	1	\$3.95 remove
Mcm Viking Nova Tumbler COPPER, 20 OZ SKU: 10575956111	\$14.95	1	\$14.95 remove

Below the table is an 'UPDATE TOTALS' button. At the bottom, there is a 'Coupon Code' field with an 'APPLY' button. The 'Purchase Subtotal' is shown as '\$168.00'. At the very bottom, there are three buttons: 'SAVE CART FOR LATER', 'CONTINUE SHOPPING', and 'CHECKOUT'. A yellow arrow points to the 'CHECKOUT' button.

- If you already have a Valencia College Campus Store account, sign in.
- If you do not have a Valencia College Campus Store account, click on the “Create an account” link.
- After you signed in or finished creating your new account you will be redirected to complete the checkout process.

Returning Customers

Sign in for faster checkout and to view your order history.

Email Address

Password

[Forgot password?](#)

[Create an account](#)

SIGN IN



- The first part of the checkout process is the “Textbook Agreement” page.
 - Please read the agreement page in its entirety.
- Click on “ I AGREE” at the bottom of the page to continue the checkout process.

Checkout

My Cart > **1** Textbook Options > **2** Shipping Info > **3** Payment Info > **4** Review Your Order > **5** Receipt

Textbook Options

Substitutions

Our inventory of new and used textbooks varies from minute-to-minute during peak buying times at the beginning of each semester. In rare cases, the textbook you selected may not be available as you specified (new or used). In these rare instances, we need to know your preference so that we can ensure prompt completion of your order. If you choose not to accept a replacement and your selection is unavailable at the time of fulfillment, we will contact you directly.

Your Selected Textbook	Your Preference
READING EXPLORER 4 WORKLINE WORKBOOK ACCESS CODE 21st Author(s): Douglas ISBN: 978-0-357-13173-4	NEW <input checked="" type="checkbox"/> WILL BE SUBSTITUTED FOR THE USED VERSION IF A NEW ONE IS UNAVAILABLE.

Textbook Agreement

IMPORTANT - PLEASE READ CAREFULLY BEFORE PLACING AN ORDER

Please have an ID to show when you pick up your order - Pick up not available at this time due to COVID-19
Please allow 3-5 business days to process all orders for items that are in stock.

Attention Financial Aid Students: Before ordering you must authorize your financial aid funds to be released to the Campus store. Please refer to the Financial Aid website for more details.

ITEMS ARE SUBJECT TO CHANGE WITHOUT NOTICE. PLEASE CHECK ISBN'S AS PUBLISHERS SOMETIMES SUBSTITUTE WITH DIFFERENT ISBN'S.

ISBNs are available on the Web page or at the Campus Stores. **We do not give ISBNs over the phone.**

Please note several classes use books that are bundled with Access Code components that may not be available when ordering these bundles from other online sources. Please use ISBNs to match the book or bundle exactly.

Please be aware that we will do our best to complete your order. However, if there are items that have not come in stock from the publisher, we will process your order as a partial order and when the backordered item(s) comes back in stock we will process that part of your order.

Shipping orders, we will correspond by email concerning the out of stock items. Please provide a regularly used email address.

We try to the best of our abilities to accommodate your order preferences, whether it is that you want a New or Used book. Based on the availability at the time we pull the order, we do reserve the right to substitute a book (New or Used) for your order. We are sorry for any inconvenience this may cause.

Please select your books from the Campus where you will attend class.

Please note that your credit card or financial aid account will not be charged until we physically put the books for your order. The total at the end of the transaction posted online may not necessarily be the total charged to your credit card or financial aid account because of the following reasons:

- new/used book substitution made
- publisher price changes
- item(s) were not available at the time of putting your order

Please note the refund policy for in-store purchases is also applicable to online orders, meaning the refund deadline dates are the same and an original receipt is required for all refund/change transactions. Shipping charges are non-refundable.

PLEASE DO NOT ASSUME your online order is automatically ready for you to pick up as soon as you submit the order. It is vital for you to provide up-to-date and correct account information, name, address, phone number and email address. A confirmation number will also be sent to you via email. Please print out the confirmation order number email. However, a confirmation number does not mean that your order is ready to be picked up, but rather it is a tracking and reference number for your order.

If the website has not given you a confirmation number, your order was not complete.

DISCLAIMER


Please advise that the Campus store web site should be available for purchasing 30 days prior to the start of classes. We strive to have our sites available at least 31-35 days prior to the start of classes for your convenience.

Disclaimer (please read) Valencia Campus stores provide information on course materials used for courses at Valencia College, based on information submitted by instructors and suppliers, and is believed to be correct and current information at the time of publication.

The Valencia Campus stores reserve the right to substitute new books for used, or used books for new, depending on availability. The price will be adjusted accordingly. We cannot guarantee that every book is in stock, or that new and used copies are available for each title listed. Book prices are subject to change by the publisher at any time, and are updated as stock arrives.

Be aware that the site will be updated daily as we receive new orders from faculty and shipments from publishers. Please note that because course material information can change at any time (faculty changes, publisher upgrades, cancelled classes, etc.) we are not responsible for information used from this site for the purchase of textbooks from other sources. Students purchasing materials from Valencia Campus store sites are protected under our return policies.

For questions or inquiries about your order please send email to: onlineorder@valenciacollege.edu.

 **I AGREE** **I DO NOT AGREE**

- The next step in the checkout process is the “Shipping Info” page.
- Select your shipping method.
 - Please note: Free shipping for the entire summer semester.
 - Pickup option will be available at the West Campus Store Location
 - Physical store remains closed
 - WC building #2 Book Buyback windows will be used for online order pickups
 - Pickup option will be available from April 19, 2021-May 29, 2021
 - Monday-Friday 11:00am - 7:00pm
 - Saturday 8:00am - 5:00pm
- Click on the “CONTINUE TO PAYMENT INFO” button.

The screenshot shows the 'Checkout' page with a progress bar at the top. The progress bar has five steps: 1. My Cart (shopping cart icon), 2. Textbook Options (checkmark icon), 3. Shipping Info (highlighted with a red circle), 4. Payment Info (dollar sign icon), and 5. Review Your Order (document icon). Below the progress bar, the 'Shipping Info' section is titled. It contains a 'Shipping Method' section with a dropdown menu set to 'UPS Ground' and a link for 'More info on shipping methods'. Below that is a 'Special Instructions' text area. The 'Ship To' section follows, listing required fields: First Name, Last Name, Address, Address 2, Country, City, State/Province, ZIP/Postal Code, and Daytime Phone. Each field has a text input box with placeholder text. At the bottom of the form is a red button labeled 'CONTINUE TO PAYMENT INFO >>'. A large yellow arrow points to this button from the bottom left.

Checkout

My Cart » Textbook Options » **2** Shipping Info » Payment Info » 4 Review Your Order » 5 Receipt

Shipping Info

Shipping Method

Method

[More info on shipping methods](#)

Special Instructions

Ship To

* required fields

* First Name

* Last Name

* Address

Address 2

* Country

* City

* State/Province

* ZIP/Postal Code

* Daytime Phone

CONTINUE TO PAYMENT INFO >>

- On the “Payment Info” page, input your billing address.
- If your billing address is the same as your shipping address, check the “Same As Shipping” box.
- In the Student ID section, input your Valencia ID number.
 - Be sure to include the “V” in your VID number.
- In the Payment Method section, select **FINANCIAL AID** (Dual Enrollment funds falls under the financial aid category).
- Input your Valencia ID number again.
 - Be sure to include the “V” in your VID number.
- Click on “APPLY TO MY ORDER” button.
- Click on “REVIEW MY ORDER” button.

Checkout

My Cart » ☒ Textbook Options » ☒ Shipping Info » **3** Payment Info » 4 Review Your Order » 5 Receipt

Payment Info

Billing Address

☒ Same As Shipping

Please ensure that the billing address you enter below matches the billing address for your credit card. Incorrect information may result in a delay or possibly even the cancellation of your order if you are paying by credit card.

Summary of Charges

Subtotal	\$188.70
Shipping	\$10.00 (UPS Ground)
Tax	\$10.84
Order Total	\$187.54

Select your payment method(s)

Remaining Balance	\$187.54
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Student ID

Student ID is required to complete your textbook transaction

If you do not know your Valencia College student ID number, please contact Valencia College Campus Store for assistance at 407-582-5310 or onlineorder@valenciacollege.edu.

Student ID

Payment Method

Please select your preferred method of payment and then complete the requested information.

Select a Method of Payment

Select a Method of Payment

CREDIT CARD

CAMPUS STORE GIFT

FINANCIAL AID

Student ID (V01234567):

* Amount:

APPLY TO MY ORDER Cancel

- This is the final step in the checkout process.
- On the “Review Your Order” page, verify all information is correct and showing the items you added to the cart.
- If all information is correct, click on the “PLACE MY ORDER” button.
- If changes are needed, click on the back button of the browser until you get to the section that needs to be edited.

Checkout

My Cart > Textbook Options > Shipping Info > Payment Info > **4 Review Your Order** > 5 Receipt

Review Your Order

Please review the information below to ensure it is correct.

Shipping Info

Shipping Method: (UPS Ground) [CHANGE](#)

Ship to:
Student Name Student Name
1800 S. Kirkman Rd
14-129
ORLANDO, FL 32811-2302
US

Payment Info

FINANCIAL AID: VU1234567 [CHANGE](#)

Billing Address:
Adam Pothiem
810 Georgia Avenue
Saint Cloud, FL 34769
US

	Price	Qty	Total Price
READING EXPLORER 4 w/ONLINE WORKBOOK ACCESS CODE 21" NEW, FALL-2020 OSCOLA CAMPUS, ENGR, EAP1520C, 11782 SKU: 10083550 ISBN: 9780257124734 Author(s): Douglas Copyright: 20 Edition: 3	\$88.00	1	\$88.00
Camp David Striker Burnout Fleece Hood CHILI CHARCOAL, LARGE SKU: 1058749183	\$44.95	1	\$44.95
Four Point Durable Non-View Binder BLACK, 2" SKU: 1048832390	\$3.95	1	\$3.95
Pilot G2 Retractable Gel Pen 0.7mm 21% BLACK, 0.7MM SKU: 1041463785	\$2.95	1	\$2.95
Logitech C270 Webcam BLACK SKU: 10586252128	\$27.95	1	\$27.95
Pack-B to-Go Page 51% ASSORTED SKU: 1042603688	\$3.95	1	\$3.95
Mom Viking Nova Tumbler COPPER, 20 OZ SKU: 10575856111	\$14.95	1	\$14.95
			Purchase Subtotal \$186.70
			(UPS Ground) Shipping \$10.00
			Tax \$7.94
			Purchase Total \$104.64

[PLACE MY ORDER >](#)



Check out our FAQ web page for assistance.

If you need additional support, please contact our Customer Service Team at 407-582-5310 or email us at onlineorder@valenciacollege.edu