

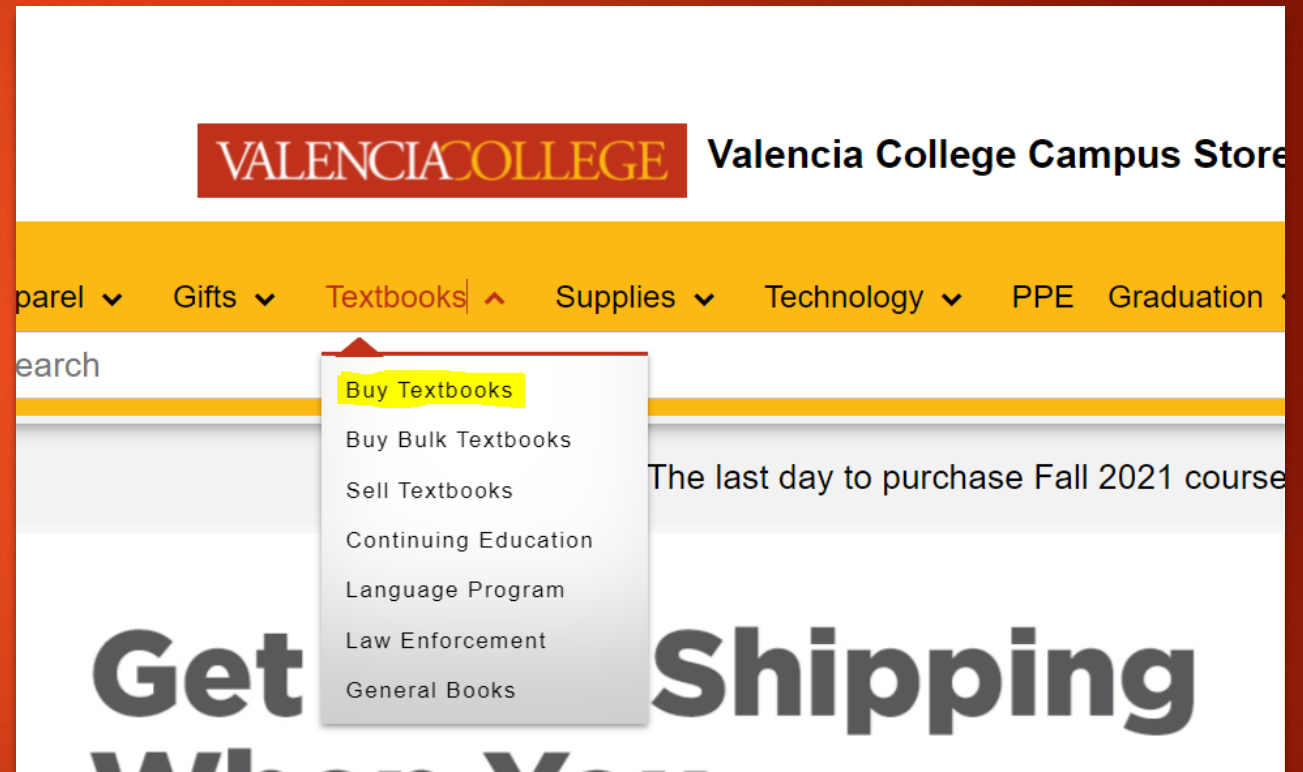


# Valencia College Campus Stores

CAMPUS STORE ORDER USING ORANGE COUNTY SCHOOLS DE FUNDS

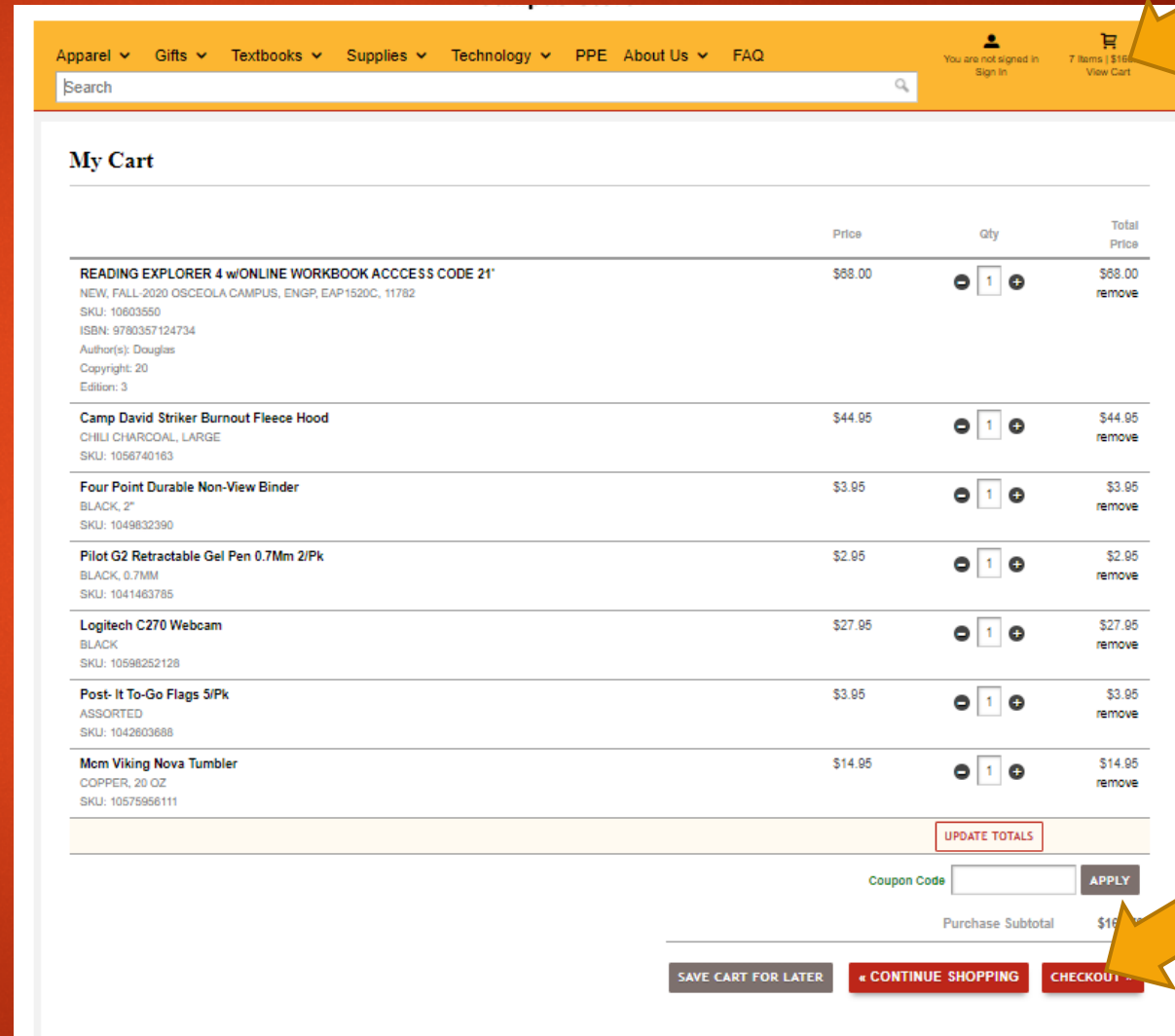
- Go to [www.valenciabookstore.com](http://www.valenciabookstore.com)

- On the navigation bar:
  - Click on “Textbooks”
  - Click on “Buy Textbooks”





- A list of 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.



- 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 Textbooks	Your Preference
<b>READING EXERCISE 4 WORKLINE WORKBOOK ACCESS CODE 21<sup>st</sup></b> Author(s): Douglas ISBN: 978-0-357-13173-4	<b>NEW</b> <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 put 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](mailto: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.
  - Any special instructions can also be added here.
- Complete your ship to address.
  - If you have chosen to pick up your order, your address is still required.
- Click on the “CONTINUE TO PAYMENT INFO” button.

**Checkout**

My Cart »  Textbook Options » **2 Shipping Info** » 3 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.

**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](mailto: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

CREDIT CARD  
CAMPUS STORE GIFT  
**FINANCIAL AID**

Student ID (Required)

\* Amount:

**APPLY TO MY ORDER** Cancel

**Summary of Charges**

Subtotal	\$188.70
Shipping	\$10.00 (UPS Ground)
Tax	\$10.84
<b>Order Total</b>	<b>\$187.54</b>
<a href="#">Select your payment method(s)</a>	
<b>Remaining Balance</b>	<b>\$187.54</b>



- 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 > Shipping Info > Payment Info > **4 Review Your Order** > 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 32811-2502  
US

##### Payment Info

**FINANCIAL AID:** VU1234567 [CHANGE](#)

**Billing Address:**  
Adam Pothiem  
810 Georgia Avenue  
Saint Cloud, FL 34789  
US

	Price	Qty	Total Price
<b>READING EXPLORER 4 w/ONLINE WORKBOOK ACCESS CODE 21'</b> NEW, FALL-2020 OSCOLA CAMPUS, ENGR, EAP1520C, 11782 SKU: 10083550 ISBN: 97802057124734 Author(s): Douglas Copyright: 20 Edition: 3	\$88.00	1	\$88.00
<b>Camp David Striker Burnout Fleece Hood</b> CHILI CHARCOAL, LARGE SKU: 1006749183	\$44.95	1	\$44.95
<b>Four Point Durable Non-View Binder</b> BLACK, 2" SKU: 1049833390	\$3.95	1	\$3.95
<b>Pilot G2 Retractable Gel Pen 0.7mm 21%</b> BLACK, 0.7MM SKU: 1041463785	\$2.95	1	\$2.95
<b>Logitech C270 Webcam</b> BLACK SKU: 10588252128	\$27.95	1	\$27.95
<b>Post-It to-Go Page 51%</b> ASSORTED SKU: 1042603688	\$3.95	1	\$3.95
<b>Mon Viking Nova Tumbler</b> COPPER, 20 OZ SKU: 10575850111	\$14.95	1	\$14.95

Purchase Subtotal	\$186.70
(UPS Ground) Shipping	\$10.00
Tax	\$7.94
<b>Purchase Total</b>	<b>\$194.64</b>

[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](mailto:onlineorder@valenciacollege.edu)