



**FALL 2020 RETURNING TO SCHOOL**

## **SUFFIELD ACADEMY BOOK ORDERING INFORMATION**

**For online ordering questions: [VB@mbsBooks.com](mailto:VB@mbsBooks.com) or call 800-325-3252.**

**International customers should call: 573-441-9179.**

**School store and book questions: [bookstore@suffieldacademy.org](mailto:bookstore@suffieldacademy.org) or call 860-386-4494, or 860-386-4454**

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### **WHERE CAN I FIND MY BOOKS ONLINE?**

Our online textbook supplier is MBS Direct. To access Suffield's online bookstore, go to [bookstore.mbsdirect.net/suffield.htm](http://bookstore.mbsdirect.net/suffield.htm).

### **HOW DO I KNOW WHICH BOOKS TO BUY?**

Once you receive your schedule, you select the books you need from [mbsdirect.net](http://mbsdirect.net). All courses will be listed on their website by course. You will find your books by selecting the appropriate courses from this list. Be sure to select all fields that apply.

### **WHEN SHOULD I PLACE MY ORDER?**

Once you receive your schedule you should place your order for textbooks.

### **HOW DO I PAY?**

MBS Direct accepts all major credit cards.

### **DO I HAVE TO USE MBSDIRECT.NET?**

No you are not required to use MBS Direct

### **ARE THEIR USED BOOKS IN GOOD CONDITION?**

Used books range in quality from a pristine book owned only once before by a student who treated it with care, to a book that has been owned by several students and is comfortably worn with creased pages and highlighting. A used book might have any of the following characteristics:

- Notes written in the margins
- Highlighting from a little to a lot
- Typical wear and tear
- Rounded corners
- Scrapes and scratches
- Faded cover art
- Creased pages

### **MBS DIRECT HAS QUALITY ASSURANCE STANDARDS IN PLACE. A USED BOOK PURCHASED FROM THEM WILL NOT HAVE:**

- Stains or water damage
- Missing, torn or loose pages
- Missing, torn or loose cover
- Excessive writing or marking
- A broken spine
- Torn or damaged binding

### **WHERE SHOULD I HAVE MY BOOKS SHIPPED?**

Books can be shipped to you at home or directly to Suffield Academy  
185 North Main Street Suffield, CT 06078

Please note: if you are learning from home you must ship your books to your home. MBS will ship internationally.



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### **WHAT IF THERE IS NO BOOK LISTED FOR MY CLASS?**

If there is no text required for your class, it will say so on the website.

### **IF I DON'T ORDER ONLINE, CAN I STILL PURCHASE MY TEXTBOOKS WHEN I ARRIVE ON CAMPUS?**

All ordering should be done online. If you have not ordered books by the time you get to campus you should still order from our online vendor.

### **WHAT IF I DROP/CHANGE COURSES?**

You will receive full credit (excluding shipping charges) for unused books you return because of dropping a course. You may return your books on campus as long as they are returned within 30 days of the start of the course and are in "new" condition.

### **CAN I SELL MY BOOKS BACK AT THE END OF THE YEAR?**

Yes, the school and our vendor together run an online book buy back program at the end of the school year.

### **QUESTIONS?**

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