Barnes & Noble COLLEGE

Dual Enrollment Student // Online Bookstore Ordering Process

☑ Step-by-Step Instructions:

Step 1: Visit WWW.DAYTONA.BNCOLLEGE.COM

Step 2. Find your books: Hover over **"Course Materials & Textbooks"** near the top left.

Click **"Find Course Materials."**

Step 3. Choose your campus:
Pick the campus where your class is held (like Daytona, Deltona, etc.).

Step 4. Choose your term (semester):
Select the semester your class is in (like Fall, Spring, etc.).

Step 5. Enter your class info:
Use your DSC class schedule to fill in:

- **Department** (3-letter code like ENC for English)
- **Course #** (like 1101)
- **Section** (4-digit number)

Step 6. Add more classes if needed:
Click **"Add Another Course"** and repeat steps 4–5 for each class.

Step 7. If you have classes on another campus:
Click **"Add a Campus"** and repeat the steps for those classes too.

Step 8. Click "Retrieve Materials"
This shows you all the books and materials for your classes.

🛒 Choosing the Right Books

- **Only choose items marked "REQUIRED."**
- If there are multiple options for one book, **only pick ONE.**
- **Do NOT choose "RENT"** unless it says **DIGITAL RENTAL.**

Click **"Add to Cart"** for each item you need.

Then click **"Proceed to Cart."**

Final Steps to Checkout

Step 9. Review your cart:
Make sure everything is correct. Change quantities or remove items if needed.

Step 10. Click "Proceed to Checkout"
A message may pop up about used books being replaced with new ones. That's okay—click **"Proceed."**

Step 11. Create an account or log in:
This is just for the bookstore site. You only need to do this once.

Step 12. If you accidentally picked a rental (not digital):
Go back and change it to digital. Dual Enrollment doesn't cover printed rentals.

Step 13. Payment screen:

- Choose **"Financial Aid."**
- Scroll down and check the box for **"Internal Provider."**
- Enter your **DSC Student ID number.**
- Click **"Apply SFA Funds."**

Step 14. Final review:
Make sure everything looks good. Then click **"Place Order."**

You're Finished!

You'll see a confirmation screen and receive a confirmation email with your order details.

If you ordered digital books:
If you ordered any DIGITAL RENTAL or DIGITAL BUY items, you will receive an email for each one of them from bookstorecustomercare@bncollege.com. This email will contain instructions to access your material. The subject line of this email says "Digital Learning"

If you ordered printed books for pickup:
Wait until you get an email that says **"Your order is ready for pickup!"** before going to the store.

Questions?

Please contact the bookstore with any issues or concerns. The quickest way to contact the bookstore is via email at sm8566@bncollege.com