How to Order Online

Log into SpartanNet
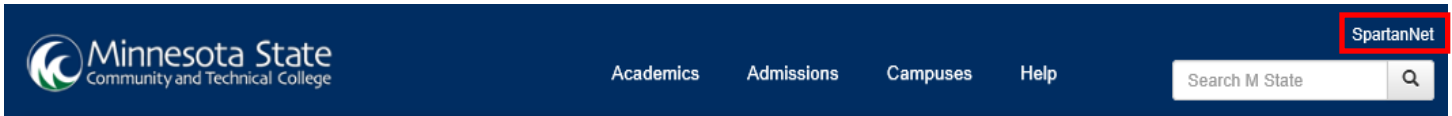
Click Buy Your Books at the bottom of the page.
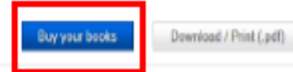
Click next to the preferred condition (new or used, buy or rent) for each textbook and course and then Add to Cart . Books and materials will be identified as **required, optional**, or **recommended** for the course.

When your order is complete select **Continue Checkout** at the bottom of the page.

The next screen will show a summary. Click on **Continue Checkout**

Shopping Cart

Return to Previous Page

Continue Shopping | Continue Checkout

Item Count: 3
Cart Total: $271.55

Courses

Spring 2018 18 ACCT 1012	SECTION 000677	INSTRUCTOR Dana Haagenson	QTY	Price	⊗
Image Not Available	**BDLE: COLLEGE ACCTING, LL, 1 TERM ACCES** **AUTHOR:** HEINTZ **ISBN:** 9781305930667	1	$82.30 USED	⊗

Spring 2018 18 ART 1122	SECTION 000710	INSTRUCTOR John Cox	QTY	Price	⊗
	GARDNER'S ART...:WEST.PERS.V.II **AUTHOR:** KLEINER **ISBN:** 9781305645059	1	$186.70 NEW	⊗

Merchandise

Product	QTY	Price	
1" Binder in Black Item: 05036218530	1	$2.55	⊗

The following drop down box will appear, click your preference and click **Continue.**

In the event the instructor changes the materials for your course, how would you like us to update your order? ❓

○ Add Only Required

○ Add All Materials

○ Do Not Add To Order

Continue | Back

Updated 9/5/2019

Another drop down box will appear. Select what preference you prefer, **New or Used**. Click **Continue.**

The screen changes to show your summary with preferences. Click **Payment Options**.

If you have previously created an account for online book orders, enter the account information and click **Log In**. If not, you will need to create a new account by clicking **Register Here**.

Select Desired **Shipping Method**

NOTE: The Store Pickup option for Online orders is available from the ***Detroit Lakes campus bookstore*** <u>ONLY</u>. Orders must be completed online and can be picked up after receipt of an '<u>Online order is ready for pickup'</u> email from the bookstore.

Checkout

1. Select Address   2. Shipping Method   3. Payment Options

Billing Address Change

Detroit Lakes, MN 56501 -
United States
Phone: (218)
@minnesota.edu
Student ID
Residential Address? Yes

If planning to pay by credit card, the billing address on the order must match the billing address on the card.

Continue

Shipping Address Change

Detroit Lakes, MN 56501 -
United States
Phone: (218)
@minnesota.edu
Residential Address? Yes

Your Order
(Estimates)   View Cart

Number Of Items:	1
Course Materials:	$114.50
Shipping:	$0.00
Handling:	$0.00
Total Before Tax:	$114.50
Estimated Taxes:	$0.00
Grand Total:	**$114.50**

Need Help?

Call: 218-846-3800
Returns Policy
Email Us

Checkout

1. Select Address   **2. Shipping Method**   3. Payment Options

Choose Shipping Method

Show Shipping Policy

UPS Ground est. $10.00 ⌄

Continue

Your Order
(Estimates)   View Cart

Number Of Items:	1
Course Materials:	$114.50
Shipping:	$0.00
Handling:	$0.00
Total Before Tax:	$114.50
Estimated Taxes:	$0.00
Grand Total:	**$114.50**

We only offer UPS Ground shipping.

<u>Rental Textbooks:</u>

If you are renting textbooks, you will need to check the box to agree to the terms of the Rental Agreement (select 'Rental Agreement' to see the terms). In additional, a securing credit card is required for your order which contains a rental textbook. The card you enter must have an expiration date greater than the rental due date. The securing card will only be charged if you do not return your rental book (s) by the due date.

Complete the **Payment Options** section according to desired tender type.

<u>Charging to Student Account -</u>

1. Use the dropdown box to select Financial Aid /Agency/PSEO to charge onto your account.

2. Enter your Student ID# in the Account number field

3. Select the checkbox to authorize the purchase to be charged onto your student account.

4. Click "Submit Payment" to finalize your order.

Home	Order Textbooks	Merchandise ▾	Log Out ▾	Faculty Login ▾	About the Store

Checkout

1. Select Address	2. Shipping Method	3. Payment Options

Payment Information

Choose Payment Option

Financial Aid/Agency/PSEO ▾

Account Number *

Student ID#
(not StarID)
EX: 12345678

☐ By checking this verification box I authorize the use of my available Student Financial Aid or Agency funds to pay for books and merchandise. Veteran's and PSEO funding is included in Agency.

Order Comments

Review Cart Edit Cart

GARDNER'S ART...:WEST.PERS.V.I
Summer 2019 20 ART 1121 000044 000044
Used Only

QTY: 1 $114.50

Grand Total: $124.50

Submit Payment

Your Order   View Cart

Number Of Items:	1
Course Materials:	$114.50
Shipping:	$10.00
Handling:	$0.00
Total Before Tax:	$124.50
Estimated Taxes:	$0.00
Grand Total:	**$124.50**

Submit Payment

Need Help?

Call: 218-846-3800
Returns Policy
Email Us

After your order has been placed you will receive an **Order Confirmation** email from the bookstore acknowledging receipt of your order. Once your order has been processed and packaged, you will received either an "Order is ready for Pickup" or an "Order has shipped" email with UPS tracking information.

Charging to Credit Card -

1. Use the dropdown box to select Credit Card.

2. Fill in credit card information.

3. Click "Submit Payment" to finalize your order.

After your order has been placed you will receive an **Order Confirmation** email from the bookstore acknowledging receipt of your order. Once your order has been processed and packaged, you will received either an "Order is ready for Pickup" or an "Order has shipped" email with UPS tracking information.