



Located adjacent to the commons area.

explore.lsc.edu/bookstore  
218.733.7706

**Bookstore Hours:**

Monday • 7:30 am—5:00 pm  
 Tuesday • 7:30 am—5:00 pm  
 Wednesday • 7:30 am—6:00 pm  
 Thursday • 7:30 am—5:00 pm  
 Friday • 7:30 am—4:00 pm  
 Closed weekends and holidays.

# Bookstore Fast Facts

## How do I know what books to purchase for my class?

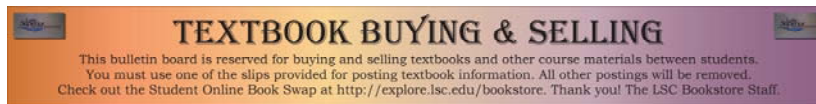
- Print your class schedule, which should look something like the example below.
- You will need the Dept/Course/Section & Instructor information for each of your classes to validate what items to purchase for your class (see circled items).

Course ID/Section/Title	Credits	Non-Credit Hours	Grading Method	Instructor	Date Range	Days Times	Building Room	Withdrawn Course
000471 GEOG 1120 55 Physical Geography	4.00	0.00	Letter Grade	Hartley	01/11/2010 05/07/2010		LS INET	
000488 HUM 1110 01 Bible as Literature	3.00	0.00	Letter Grade	Driscoll	01/12/2010 05/06/2010	T H 9:30A-10:50A	LS E2328	
000493 HUM 1130 55 World Religion	3.00	0.00	Letter Grade	Ondich	01/11/2010 05/07/2010		LS INET	

- Bring your information to the Bookstore and the shelf tags will line up with the Dept/Course/Section & Instructor information on your class schedule. Or ask a friendly Bookstore staff member to guide you ~ we are always happy to assist.
- You may also order your books online via the LSC Online Bookstore (applicable shipping fees apply).  
The link is: <http://bookstore.lsc.mnscu.edu/>

## What are the options for all my used books?

- Sell them back using the Online Buyback option which can be found on the Bookstore web page or the direct link is <http://onlinebuyback.mbsbooks.com/index.php?jde=2745>
- Swap 'em by utilizing the Student Online Book Swap which can be found on the Bookstore web page or the direct link is [http://bookstore.lsc.mnscu.edu/swap\\_main.asp](http://bookstore.lsc.mnscu.edu/swap_main.asp)
- Post 'em by using the Textbook BuyBack and Selling bulletin board located in the hallway outside of the Bookstore.



- Sell them during the Used Book Buyback. Your LSC Bookstore arranges a "Used Book Buyback" three times each year. The first buy is done during final exam week of the fall semester, which is normally December. The second buy is done during the final exam week of the spring semester, which is normally in May. The summer buy back is normally in July. The student book buy is ALWAYS scheduled during the week of final exams. Be sure to check out the LSC Bookstore web page for any updates at <http://explore.lsc.edu/bookstore>.

## How can I buy books from the LSC Online Bookstore?

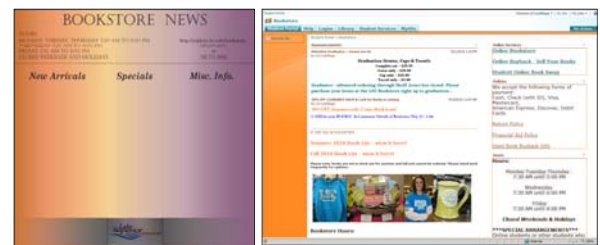
The Online Bookstore may be accessed via the following methods:

- Direct link <http://bookstore.lsc.mnscu.edu/>
- From the Bookstore web page find the link listed under the "Online Services" section. If you need, there is also a one page guide for assisting with your online book purchases and may be found on the Bookstore web page [explore.lsc.edu/bookstore](http://explore.lsc.edu/bookstore).

## How does shipping work regarding my orders through the LSC Online Bookstore?

- The bookstore ships textbooks via UPS Ground.
- Shipments generally take 3-5 business days.
- Orders placed through the online bookstore late Friday afternoons and over the weekends will not be processed until the following Monday as the Bookstore is closed during the weekends.
- The following shipping & handling fees apply:
- \$12.00 – first book.
- \$4.00 for each additional book shipped in the same package.
- The fees for shipment overseas or Alaska and Hawaii are higher in price and prices may vary.
- Tracking is not linked through the Online Bookstore and UPS. If it is imperative you have your shipment tracked, please contact the Online Bookstore Coordinator who will manually retrieve the tracking number for you.

***Make sure to check out your Bookstore's updates on the boards located throughout the campus and on the Bookstore web page!***





[explore.lsc.edu/bookstore](http://explore.lsc.edu/bookstore)

### ***Bookstore Returns***

- Computer discs/CDs, drafting, electronic, and engineering kits cannot be returned. NO EXCEPTIONS - Sorry!
- Returns made to the bookstore MUST be made within 10 business days from date of purchase.
- You MUST have your original receipt in order to return any book or item. Your book(s) MUST be in perfect condition. If you purchased your book with a shrink-wrap cover, it must still be shrink-wrapped when you return it.
- The bookstore does NOT give CASH refunds.
- You will have to wait for up to 6 weeks before your refund will be mailed to you. Your refund isn't mailed from our bookstore. It is processed through our student payment office. Please do not ask about your refund until you've waited 6 weeks.
- If you owe LSC tuition or fees, your book refund will be automatically applied to your unpaid balance at LSC. Therefore, you would not receive a refund in the mail.
- If your original purchase was made by using a credit card/debit card, your refund will be applied back to the account on the card you used. If you charged your merchandise against financial aid or other agency funding, your refund will be credited back to that funding and you will not receive a check refund.

### ***Financial Aid Policy***

- If you are pre-approved for adequate financial aid funding, enough funding to cover the cost of your tuition and fees first, with enough left over for textbooks, you may charge your textbook purchases against that funding.
- Your name must appear on our approved financial aid list, which is updated daily, and you must present photo identification before asking the bookstore staff to see if your name appears on the list.
- The information that is provided to us on the list is strictly confidential, so we are not able to comment about any of that information with you unless you can prove that you are the individual you say you are, and must show ID.
- You must sign an agreement stating that you are responsible for book charges if for some reason your financial aid does not cover the items charged.