

How to order books online:

- From Riverland homepage > student services > bookstore www.bookstore.riverland.edu
- Select campus (Online class books can be ordered from all campuses)
- Following instructions on the website, select department, course and section number
- Continue until all courses are selected
- When finished entering courses, select "View Your Materials".
- Select condition of book, new or used. If the book has a rental option, it will show up here.
- Select "Add to Cart".
- If shopping cart is complete > continue checkout.
- Answer questions pertaining to substitutions, etc.
- Select "Payment options".
- Log in with your user name and password. If you are a first-time user, you must click on "register here" to set up a profile. Student ID number is required. Use your student id number for the account number. If using financial aid to pay for the order and the charging window is open, you cannot check out as a guest.
- Verify billing address > continue Even if financial aid is used, the billing address must be verified.
- Select shipping method. Currently the only shipping method is UPS. We are not offering the in-store pick-up option for spring semester.
- Select payment option, use drop down arrow to find choices. Paying with financial aid is only an option at the beginning of the semesters. Check website for exact charging window dates. PSEO students choose financial aid option.
- Check the box "If you are using a debit card, your bank may put a hold for the full amount of the order on your card".
- Select "Submit payment".
- If financial aid is chosen as method of payment, the Riverland student id number must be entered.
- Under student id number, check the box saying "I give permission..."