



Ordering Your Textbooks Online

Following the steps below will allow you to order your textbooks online for shipment to your home for a nominal fee or you pick them up at the Hillsboro bookstore free of charge.

- 1) Access the website at www.sscchillsboroshop.com
- 2) To locate the titles required for your course please enter your Student ID # in the Get Your Textbook section of the Online Bookstore website. All the textbook options for your scheduled courses will populate for you.
- 3) The list of textbooks required or recommended for your course will be displayed. Choices will vary for each textbook, but may include options for a new book, used book, digital book (also called an eBook) or a rental book. Rental books can be used for the entire semester and will be due back to the Hillsboro bookstore on the last day of exams. Please see the bookstore website for the full rental policy, rentals must be returned to the Hillsboro Bookstore by the due date to avoid charges.
 - * CCP students should not rent books, please select one of the other options for any rental book. If you have questions regarding this, please contact the bookstore for more information.
 - * Several courses now have a Revel Combo code choice this option allows the student access to a digital book and the publisher will ship the student a loose-leaf copy provided they complete the required information when registering the code.
 - * Cengage Unlimited is an option that provides the student access to Cengage Digital titles. Students only need to add this item to their cart one time in order to have access to all their titles where this is listed as an option. Please note that access is limited to the time frame purchased.
 - * Follett Access courses **do not** require a textbook to be ordered; these digital books are placed into Canvas for you, provided you don't opt out of the program. If you do opt out you can opt back in, this digital book is the cheapest option for these courses as it provides all of the items needed for the course. Some of these courses have an optional loose-leaf print book but it doesn't include the online portion for assignments, these titles are listed on the bookstore website as "Suggested by Your Bookstore" for those who would like a print copy of the book.
- 4) Once you have added all your items to your bag select "View Bag" then "View Bag & Check Out". You will be asked if you allow substitutions between new and used. Please note that if you choose to not allow substitutions, your order can be delayed or there is a chance that an item could be cancelled from your order.
- 5) Either sign in or if you are a new user, create an account. If you are not renting books, you can use the guest checkout, but we recommend creating an account. Make sure to use your SSCC email address or you will have issues accessing digital material, and please keep track of your login information.
- 6) Choose "ship to residence or business" or "store pick up". Please note you receive an email when your order is ready for pick up.
- 7) Choose your form of payment and enter the required information. If you are paying with financial aid, VA, CCP, WIA or any other student account please choose "Financial Aid/Scholarship" and enter your full student ID number or choose to pay with your credit or debit card. (Please note that student accounts open the first day of finals week for the previous semester and close the Thursday of the third week of the semester regardless of class start date. Please ensure you have all your items before this date.)
- 8) Review your order and click "place order" Orders within stock items are generally filled in 2 business days. Delivery times vary based on shipping method selected and item availability. Please note that the bookstore is closed when the campus is closed so this will create a delay in fulfillment of orders placed during the holidays.