Eligibility
Bookstore charging is permitted to eligible students who have sufficient financial aid (grants, loans, scholarships) to cover all of their tuition, fees and bookstore transactions. Students may view how much financial aid is available to purchase books at my.cotc.edu > COTCConnect > Students > My Financial Aid > Bookstore Charge Transactions. To charge books & supplies, students must provide their COTC photo ID with the correct seven digit student ID number. COTC IDs are available at the Public Safety Department in the John L. and Christine Warner Library & Student Center. Purchases will be reflected on student accounts. Students are responsible for paying for book charges out of pocket if financial aid is reduced/revoked.

When Can I Purchase My Books?
In general, bookstore charging can begin up to 10 days before the semester starts (this does not prevent web reservations from being placed in advance) and continues until the fourth Friday of the semester. For your convenience, the bookstore is open extended hours during the first two weeks of the semester. Visit the Newark Campus Official Bookstore web page, osu-newark.bncollege.com, for store hours.

Where Can I Find Out What Textbooks I Need?
Textbook information can be found at the Newark campus official bookstore web page, osu-newark.bncollege.com. Select the Term, Department, Course and Section to locate your books. For additional assistance, contact the bookstore at 740.366.9277.

Can I Charge Textbook Rentals?
Yes, students may rent textbooks. Information is available at osu-newark.bncollege.com. Any fees incurred by students for not returning the textbook(s) will be charged to the credit card on file with the bookstore not to the COTC student accounts.

Can I Buy Textbooks At an Extended Campus?
Yes, students can access the Newark campus bookstore web page, osu-newark.bncollege.com, to shop for books. Once books are selected, proceed to the shopping cart to confirm the items needed. Students will proceed to the Checkout to select the pickup location and the method of payment. If using financial aid to purchase books, students must enter their COTC seven digit ID number. Allow 48 hours before the next scheduled extended campus bookstore delivery date—check with the bookstore or the extended campus for the delivery schedule.

Can I Return Items Purchased with Financial Aid?
Returns will be handled similar to any other bookstore returns according to return book policy and no later than the last date to return. NO CASH REFUNDS will be given for charged books and supplies. Returned items will show as a credit on the student accounts. Return privileges are limited and students must have an original dated receipt. The dates are printed on the bottom of the sales receipt. Books and materials must be in the same condition as when purchased.
Can I Buy Books Somewhere Else?
Yes, students may purchase books anywhere but will not be able to charge the books using financial aid.

Eligibility Checklist:
• Enrolled 6 hours or more in an eligible program
• Received Award Notification
• Satisfactory Academic Progress
• For students securing loans:
  • Loan Entrance Counseling & Master Promissory Note completed
  • Loans accepted
• No Federal Grant Repayment/Overpayment Owed
• No Federal Student Loan default

What Can Be Purchased?
• Book bag (limit of one)
• Calculators (must have syllabus to purchase)
• Notebooks/paper
• Packets
• Reference materials
• Software (must have syllabus to purchase)
• Textbooks, e-text, and rentals
• Writing instruments
• Travel Drive
• Laptops (up to $900, limit of one, non-returnable)
• E-readers (up to $400, limit of one)
• E-reader or laptop sleeve
• Other required educational expenses (supplies and uniforms)

Be responsible about your purchases.
Your charges will be reflected on your student account.