

TTU BOOK VOUCHERS

Financial Aid Office Contact Information:

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What is a Book Voucher?

A Book Voucher is a credit that is allotted by request to any student who is eligible for Financial Aid for use at our online bookstore. Any portion of the credit that you actually use will be charged to your school bill. If you do not use the book voucher, then it will expire at the end of the semester.

How do I know if I qualify for a book voucher?

To see if you qualify for a book voucher, you must contact the Financial Aid Office.

How do I get a book voucher?

In order to have a book voucher set up, you must contact the Financial Aid Office. Please determine an estimated amount you will need before contacting the Financial Aid Office. The Financial Aid Counselor will electronically upload a Book Voucher that can be retrieved using the TTU Website and clicking on “Bookstore” and following the instructions.

How do I use my book voucher?

After the Financial Aid Office creates an online bookstore account for you, you will receive a username and password. You will use the “Bookstore” link via the TTU Website homepage. You will select the semester and the courses you are buying for. Then, it will automatically show the books you will need. You can select whether to buy new, buy used, or rent the textbooks needed. Once you have made all of your selections, you will proceed to check out. You will enter your username and password in the “Returning Customer” box. You will complete your order by entering your shipping information.

Why is it asking for my credit card number?

If during checkout, you are prompted to give your credit card information, there are a couple things you should check:

1. Did you rent any textbooks? If so, it will want your credit card information as a precaution in case you do not return the book as required.
2. Is your purchase greater than the voucher amount? If so, it will ask for your credit card information in order to cover the remainder. If you do not wish to disclose your credit card information in this type of situation, you will need to inquire about having your voucher increased. At this point, you will contact the Financial Aid Department for an increase.

What should I do if I need my voucher increased?

If you ever need additional funding on your voucher, please contact the Financial Aid Office with the amount as long as you have enough Financial Aid to cover the increase.

How will I be charged for the books I purchase?*

After you have made a purchase, the bookstore will send our Business Office an invoice with the information. At this time, the Business Office will post the charges to your ledger. *(This invoice may not be sent until a month or two later, so please be sure to keep an eye on your ledger for when it posts.)*

***IF YOU RECEIVE A REFUND BEFORE YOUR BOOKSTORE CHARGES HAVE POSTED TO YOUR LEDGER, IT IS YOUR RESPONSIBILITY TO BUDGET YOUR REFUND ACCORDINGLY IN ORDER TO COVER THE CHARGE(S).**