

# Textbook Information

Central's textbook information, including the International Standard Book Numbers and retail prices for each can be found on our student portal which is available to students and accepted prospects. Click here for the Student Portal Login page.

## Textbook Policy for Online Students

Students in the online program with a credit balance as a result of pending aid may use this balance towards the purchase of textbooks required for their courses. In order to use their balance, the student must fill out the Online Student Bookstore Voucher located here:  
<http://www.cccb.edu/bookstore-voucher-for-online-students/>.

Upon approval, any textbooks and applicable shipping will be subtracted from the student's credit balance. In the event that the credit balance does not cover the entire amount of their purchase, the student will be contacted for additional or alternative payment method(s). If the student's pending financial aid fails to materialize, the student is still responsible for full payment of their college bill.

By filling out the Online Student Bookstore Voucher request form, and checking they would like to participate in Online Bookstore voucher Program, the student is giving their permission to Central Christian College of the Bible to pay bookstore charges on their account with their Federal Financial Aid. If a student does not wish to use their pending aid for textbook purchases, they must check the appropriate box on the Online Student Bookstore Voucher form to opt out of this option for paying for their textbooks.

## Textbook Rental Program Policy

Students may elect to participate in Central Christian College of the Bible's textbook rental program each semester for a \$100 charge. By participating in this program, the student receives required textbooks for the courses they are enrolled in for that semester. However, there may be other books, workbooks, and materials that are student specific that will not be a part of the textbook rental program.

Textbooks are rented for the period of one semester. If, at any time, during the semester the student decides they would like to own their rented textbook, the book is damaged, or not returned, the student will be charged 70% of retail cost of the book.

Students may write and highlight in their rented textbooks. Damage includes, but is not limited to, broken bindings, missing or torn pages, and water damage.

Textbooks must be returned by 5 p.m. on the last day of finals. Failure to return rented textbooks by the deadline will result in a non-refundable fine of \$15. This rental fine, plus 70% of the retail cost of each book, will be added to the student's account and must be paid before they may enroll in the next semester. Failure to pay these fees may result in the inability to complete registration for a subsequent semester and a hold on the student's transcripts. Students may appeal these charges up to one month after notification.