

How to Order Textbook Online from the CCC Bookstore

1. Go to <https://clackamas.bncollege.com/> (it is recommended you use Chrome).
2. Hover over “Course Materials & Textbooks” and select “Find Course Materials.
3. Input your class schedule and select “Retrieve Materials” when finished.
 - a. Please make sure you are entering the correct section number, as multiple professors for the same course could be using different materials.
4. Select your preferred format (buy, rent, or digital) and condition (new or used).
 - a. If we do not have used (or new) copies available, we will fill your order with the condition that is available. You may request a refund if this occurs.
 - b. If a title says “Print” above the format options, this means it is a physical item that must be shipped or picked up in store. If it says “Digital,” this means you will be emailed access to the materials.
 - c. Read all course and book messages to ensure you are not ordering two different formats of the same title.
5. Select “Proceed to Cart.”
 - a. This is where you will choose whether you want to have the order shipped or picked up in-store (it defaults to in-store).
6. Select “Proceed to Checkout” and sign into an existing account, proceed as guest, or create an account.
 - a. If you are renting a book, or have chosen a digital option, you will not be able to use a guest account.
7. Once completed, enter in your shipping or pickup information, and move onto the payment screen.
 - a. A card will be required if you are renting a book to secure it, even if you are paying with a financial aid account.
8. Review your order and complete the purchase.
9. If you have any questions or concerns, please call 503-594-6500 or email sm8278@bncollege.com.