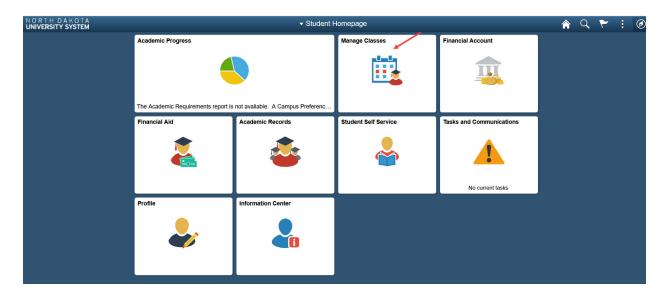
ENROLLMENT SERVICES PROCESS DOCUMENTS

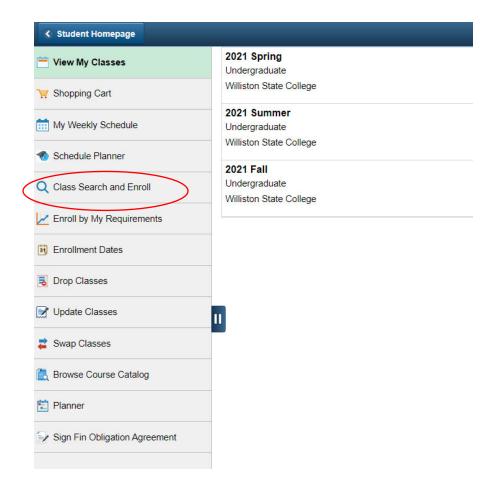
There are two ways you can view course materials BEFORE or AFTER being enrolled in a course.

VIEWING COURSE MATERIALS **BEFORE** COURSE ENROLLMENT

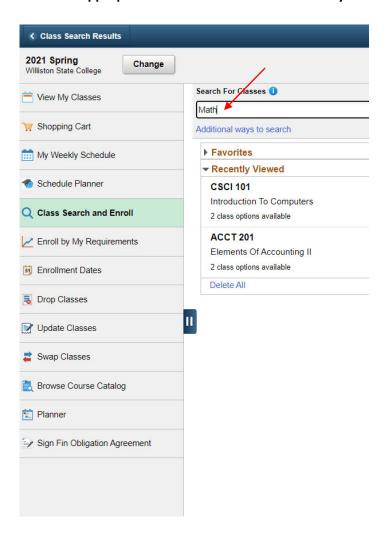
- 1. Login to Campus Connections.
- 2. Select the 'Manage Classes' Tile.



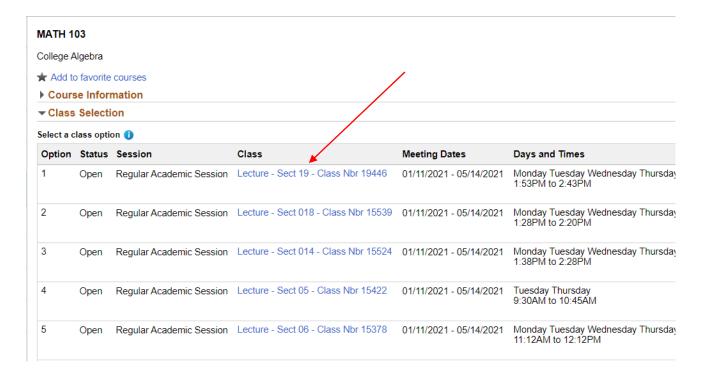
3. Select 'Class Search and Enroll'.



4. Select the appropriate WSC Term. Search the course you are interested in taking.



5. Select the course and click on the 'Class' link



Class Information

Class Details Meeting Information Enrollment Information Class Availability Textbook/Other Materials

MATH 103 College Algebra
Lecture - Sect 19 - Class Nbr 19446

Campus Bookstore URL

http://bookstore.willistonstate.edu/SelectCourses?src=2&type=2&stoid=338&trm=SPRING 21cid=19446

7. The link takes you directly to the WSC Bookstore and the 'Course Materials' page for the course.

Course Materials



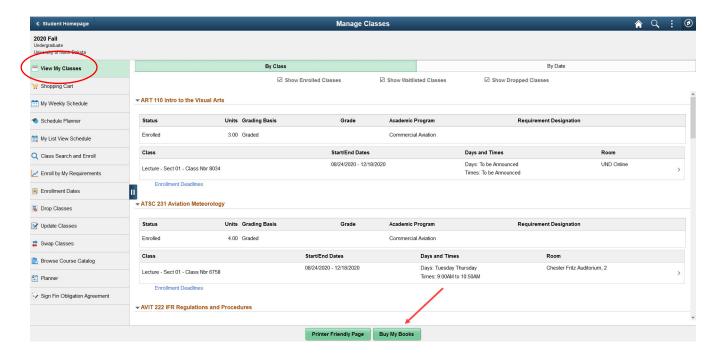
1410 University Ave Williston, ND 58801, USA | willistonstate.edu | 701.774.4260

VIEWING AND/OR ORDERING COURSE MATERIALS AFTER COURSE ENROLLMENT

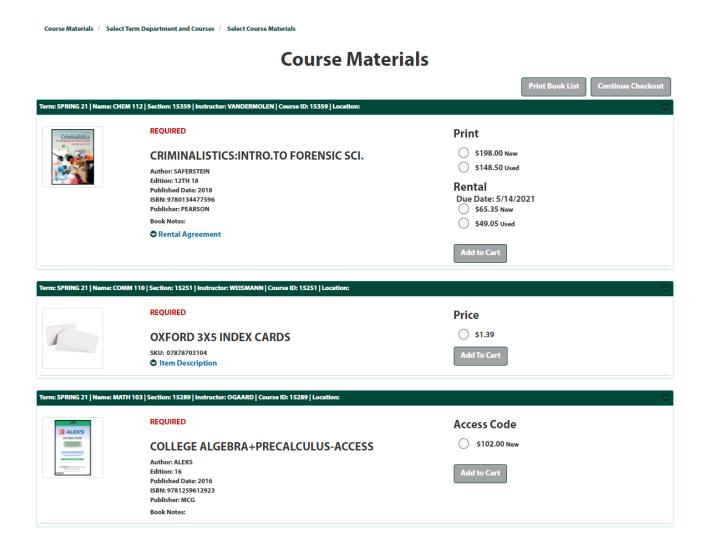
- 1. Login to Campus Connections.
- 2. Select the 'Manage Classes' Tile



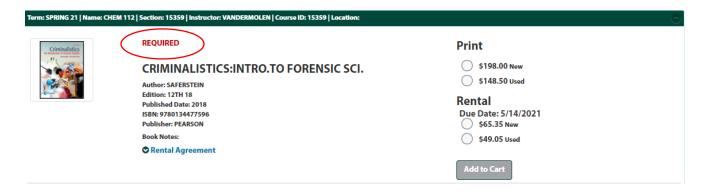
- 3. Select 'View My Classes' at the top of the list on the left-hand side
- 4. Select the 'Buy My Books' button located at the bottom of the page.



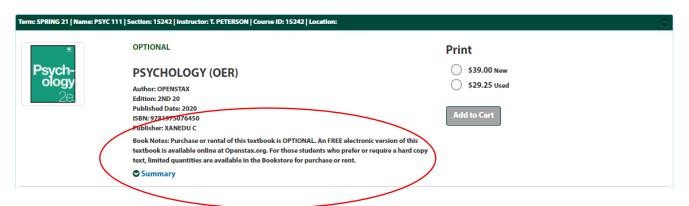
5. The link takes you to the WSC Bookstore Website. All the books and materials for all the courses you are **ENROLLED** in will be displayed.



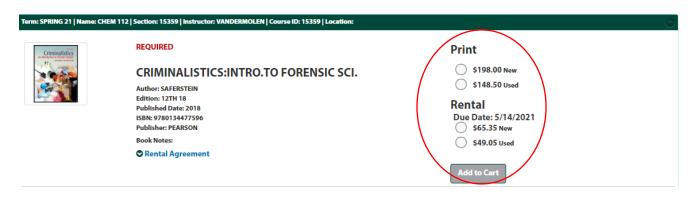
6. Please review your list of course materials carefully. The system will display if the book is REQUIRED, RECOMMENDED, or OPTIONAL.



7. Be sure to review the book notes and summary.



8. The system will also list the available condition (NEW or USED) and if the title is available to RENT.

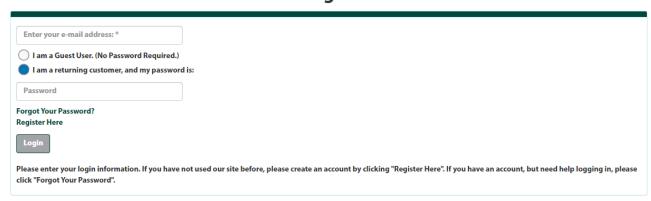


- 9. From here you can print your book list using the 'Print Book List' button OR add items to your cart and complete your order online.
- 10. To order online, select your desired option and select 'Add to Cart'. You must complete this step for each item.
- 11. Once all books have been added to cart, click on 'Continue Checkout'.
- 12. Review you cart and click 'Continue Checkout' again.
- 13. Review your cart and if you have everything, select Continue Checkout. If you are missing any courses, select continue shopping and repeat the steps above.
- 14. You will have a series of popups that are required to be answered before you may continue.

If the condition (New/Used) of a textbook you ordered is no longe substitute with another condition? •	er available, may we
○ YES	
\bigcirc NO	
	Continue Back

- 15. Select 'Payment Options' to continue
- 16. Please login to your Bookstore account. Please note this is NOT the same login as Campus Connection. If you have not ordered online from the Bookstore before, you must create an account.

Log In



- 17. Select how you would like to receive your books. If you select 'Pickup', you will select the day you would like to pick your books up. If you select 'Ship', you will select the shipping method (UPS or USPS)
- 18. Using the drop down, select Credit Card or Charge to Student Account.

Choose Payment Option

Credit Card	~
Credit Card	
Charge to Student Account	
• and Married and	

Card Number

- 19. If you choose to charge your order to your account, you are still required to enter a backup credit card. The backup payment method is only used when items in your cart are not allowed to be charged OR there is not enough available credit on your student account.
- 20. Complete the required fields and select 'Submit Payment'
- 21. If you are picking your books up, YOU MUST HAVE YOUR STUDENT ID IN ORDER TO PICK THEM UP.
- 22. If you would like to have someone else pick up your books, you must email wsc.bookstore@willistonstate.edu from your WSC email. You must include their name, day/time they will be here, and they are required to bring a picture ID. If you do not do this, the Bookstore will not be able to release your books.
- 23. Any further questions can be referred to the Bookstore by either emailing wsc.bookstore@willistonstate.edu, calling 701.774.4260 or stopping by.