How do I purchase online using my Book Advance?

1. Head to www.aaccbooks.com
2. Click Buy Textbooks under the Textbooks heading
3. Use the helpful dropdown boxes to select your term and courses

4. Add items to your cart and then click my cart (in the upper right) or the Continue to Checkout button next to where you selected the term.
5. Login or continue as a guest
6. Carefully read the Textbook Substitution Policy as this concerns possible adjustments to your order

**Textbook Options**

**NOTICE: TEXTBOOK SUBSTITUTION POLICY**

The order you are about to place contains one or more textbooks. Choosing NEW or USED when placing an order is indicating a preference ONLY. This website does not reflect the current stock on hand in our actual stores.

We will attempt to fill your order as it was placed, but if we do not have stock on hand in the condition you requested we will substitute a book of the other condition in order to fulfill and ship the order. We do not cancel or backorder used textbooks if they are not available. You will be shipped new textbooks and charged the full new textbook price for any substitutions made due to used textbooks out of stock.

If you do not agree to these terms, please do not submit an order via this website. We do not reimburse for overdraft or any other fees incurred if you place an order and we process substitutions which cause the final order amount to vary from the original amount.

If you ask for new stock on hand and only used items are available, the final order amount will be lower as we will have to fulfill the order with used stock even though you indicated a preference of new.

By submitting an order, you are agreeing to these terms. We will not be able to notify you in advance of any changes to your order. Please do not submit an order for which you do not have the funds available on your chosen payment method to cover the potential substitutions.

7. Enter your shipping info and proceed to the payment info area

8. On the payment info screen, select BOOK ADVANCE under payment method. Be sure to enter your AACC ID number with any leading zeros. This should be exactly seven (7) digits.
9. After applying the advance to your order you should see “You have satisfied your payment requirements. You can now complete your order.”
10. Click the option below to review your order and then finally click “place my order”

All orders need a valid student ID. Particularly in the case of orders submitted with financial aid, they cannot be charged correctly without the id number being valid.

Useful Tips:
If you are not certain you have a book advance on file, contact Financial Aid (410-777-2203) before ordering to avoid delays. It is possible to have financial aid and not actually have a book advance available to be charged.

Your Student ID is listed on many forms you would receive including your statement/schedule and in the portal online.
How to find your Student ID online:
1. Head to portal.aacc.edu and sign in.
2. Click the menu button near the top left (The icon has three horizontal lines)
3. Click Self Services, Credit students, My Profile, then New! User Profile
4. The About You section of the page should show your student id listed as Colleague ID.

About You

Date of Birth:

Chosen Name:
Gender Identity:

Colleague ID:

Edit Personal Identity

Notice of Nondiscrimination: AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711, 72 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days’ notice. For information on AACC’s compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact the federal compliance officer and Title IX coordinator at 410-777-1239, complianceofficer@aacc.edu or Maryland Relay 711.