How to Order Books via The Student Link and the BN College Website

1. Go to the student link [www.bu.edu/studentlink]:

2. Click on the “Academics” tab
3. Select “Current Schedule”

4. If you haven’t already been prompted, Log in with your BU user name (your BU e-mail address without the “@bu.edu”) and your Kerberos Password

5. Select “Buy Books” from the menu beside your listed courses. Be sure to click on the “buy books” link within the correct semester if you are currently registered for more than one semester.
6. Scroll to the bottom of the new window that pops up and select “continue.” Ignore any security warnings you may receive from your browser.

7. **Distance Learning Orders Only**
   - On-line orders are processed Monday through Friday.
   - Hours of operation are from 9:00 AM to 5:00 PM Monday through Friday.
   - Orders received Saturday and Sunday will be processed on Monday.
   - Anyone with questions concerning distance learning (online courses) orders must call 617-236-7433.

**Need Help?**
- Answers to [Frequently Asked Questions](#)

When you click the Continue button you will be leaving the Student Link. You will be transferred passed to Barnes & Noble @ Boston University.
7. At this point, you should have been redirected to your custom textbook list on the BU Bookstore website. Select the books you want and the condition that you want them in!

NOTE: It is strongly recommended that you verify for your own purposes that you NEED each book on your list before you buy it. DO NOT PURCHASE ALL BOOKS WITHOUT REVIEWING YOUR LIST AND PURCHASING OPTIONS!

8. For each book, indicate the format that you would like to purchase. Here, you have some options:
   a. Buy New
   b. Buy Used
   c. Rent New (if available for that book)
   d. Rent Used (if available for that book)

Select the format that you would prefer
9. Once you have selected the books and corresponding formats that you would like to purchase, 
scroll to the bottom of the page and click the “Add x items to cart” button. This will take you to 
your cart.

10. Once in the cart, BEFORE SELECTING “Checkout,”
indicate your preference for out-of-stock used books:
   a. “Order NEW books and instead I’ll pay the 
difference:”
      All ordered books unavailable in the USED 
condition will be substituted with NEW books, 
and you will be charged the NEW price for those 
books, which is greater than the USED price.
   b. “Remove any unavailable books from my order,”
      If this option is selected, any books that you 
order in the USED condition that are unavailable 
USED will be removed from your order and you 
will NOT be charged for those books.

11. Select “Checkout.”

12. Either sign in with your BN COLLEGE account, sign in with you facebook account, or create an 
account and follow the instructions onscreen.
13. Select your shipping option. You can do one of the following:
   a. “Pickup at BUB 660 Beacon St”
      When your order is processed, your credit/debit card will be charged and your order will be available for pickup at the bookstore as soon as you are charged.
   b. “Add New Address”
      You can specify an address to which you would like your books to be shipped. Your credit/debit card will be charged as soon as the order is processed and shipped.

14. Enter your credit/debit card information. If you enter a new credit card, you will save the card info, THEN you will need to SELECT the card as your payment option.

15. Verify that your order summary contains the correct information and click “Place Order.”

16. That’s it, you’ve ordered your textbooks! Be sure you have received a confirmation e-mail at the e-mail address that you specified earlier. When your books are processed and shipped/available for in-store pickup, you will receive an e-mail reminder and your credit/debit card will be charged.