

Students,

We hope you're safe and healthy at this time.

During this time of uncertainty, the Methodist University bookstore is now offering students the ability to purchase their books online by using gift cards that will be charged to your student account.

**Please visit the online bookstore at [www.methodistshop.com](http://www.methodistshop.com) to place your orders. These orders will be shipped to you at no cost.**

If you require the use of a book slip, the following steps must be completed:

1. Contact the Office of Student Accounts via email at [studentaccounts@methodist.edu](mailto:studentaccounts@methodist.edu) with the requested amount that you will need to purchase your books. You will need to use your Methodist University Student Email to contact the Office. Please include your Student ID in the body of the email.
2. The Office of Student Accounts will contact the Bookstore on your behalf to submit the request for an electronic book slip
3. The Bookstore will send to your Methodist University Student Email a gift card number and pin number. You will then be able to use the gift card as a tender on the bookstore's website at [www.methodistshop.com](http://www.methodistshop.com).
4. The total gift card amount requested in step #1 will be charged to your student account and you will be responsible for payment through your student account of this amount which may differ from the actual purchase price of your books. Any difference will continue to be available to you through future use of the gift card.
5. If you are a Federal Voc Rehab student, you will need to email Monique McDougald at [mmcdougald@methodist.edu](mailto:mmcdougald@methodist.edu) your book slip request and any copy of receipts that you receive for submission to Voc Rehab for payment on your student account.

Book slips for Evening Term II are available until **April 30, 2020**. Book slips for Summer session will be available from **May 1, 2020 - May 31, 2020**.

If you have any questions regarding your student account, please contact the Office of Student Accounts at [studentaccounts@methodist.edu](mailto:studentaccounts@methodist.edu). If you have any questions relating to your course materials, please contact the Methodist Bookstore at [mubookstore@methodist.edu](mailto:mubookstore@methodist.edu)