

Using Financial Aid Online

(Starts 8/17-10/13/20 Online See step 9)

In order to determine what you have available to use at the Bookstore from your student aid awards *before* you log in to Bookstore site you can use your DACC Self-service portal. At your portal you can see your semester billing, your semester aid package and be able to determine if you have a credit balance to use at the Bookstore. Access your online student account Self-service portal at <https://students.dacc.edu/smbwebclient/>. For student aid inquiries email finaid@dacc.edu or call 217.443.8891.

1. Sign into your account on www.dacc.bkstr.com. If you have a rental account use the email you signed up with for the log in. If not, create a new account.
2. Shop for your course materials and add them to your cart. Click on Textbooks, choose Fall 2020 semester, input class information (Ex. SPCH 101 W), and click on find course materials.
3. Once you have completed adding items to your cart then proceed to checkout.
4. Enter a shipping address or pick up at store option.
5. For payment method, enter in your student ID and then click find accounts.
6. Choose appropriate account to pay for books and apply account. If you are renting please add credit card or debit card information. You can still use financial aid to pay for materials but if books haven't been returned by due date, the card on file will be charged. If you are using a tax exempt account it will take out the tax when transaction is finalized.
7. Once all steps have been completed, you can place order. You will receive an email confirmation after order has been successfully placed.
8. If you choose the ship option and want to check status, please call us after the second day your order is finalized. This gives us and UPS time to properly track your order.
9. Financial Aid online ends 3 days before the in store date to make sure orders are processed. If you need to use it after 10/13/20, you have the chance to come to the store and use it by 10/16/20)

If there are any questions, please feel free to email the bookstore at Follett@dacc.edu or call at 217-443-8759.