

Frequently Asked Questions –Bookstore Opt-In Financial Aid Program

1. How does it work?

Between July 5th and August 11th, students whose Bursar account is in good standing and who have a credit balance from financial aid in excess of tuition, room, board and other university fees, may elect to use up to \$700 to buy textbooks and supplies needed for BGSU classes from the BGSU Bookstores. Simply opt-in to the program through the self-service portal in MyBGSU. Choose “Book Store Opt-In Program” on from the left hand column. Check the box to opt-in and select “SAVE”.

2. Do I need to Opt-In to the program ahead of time in order to purchase my books and supplies using my excess financial aid?

The opt-in feature must be completed at least 24 hours prior to paying for books and supplies at the BGSU Bookstore. In the case of online orders, it must be completed the day before orders are to be shipped or picked up at store. If you are ordering online, you may purchase your books and choose the financial aid payment option immediately. Excess financial aid will not be available for use at BGSU Bookstore until July 5th, however, you can opt-in at any point prior to making your purchase.

3. I tried to use the Bookstore’s web site, but “Financial Aid” was not listed as a payment option. How can I place my order?

To use your financial aid for on-line ordering, simply check the “Financial Aid Opt-In/BG1 Card” payment option, and type “Use financial aid” in the comments field to use excess financial aid instead of using money deposited on your BG Bucks account. Make sure you go to MyBGSU and opt-in to the program.

4. Because of a hold, I am not able to register for my classes until after I leave campus at the end of the semester, so I don’t know what books I will need yet – can I still participate?

Unfortunately, the only time frame students can use their excess financial aid to buy course-required textbooks and supplies is July 5th and August 11th, however, you can order on-line at any time and use your excess financial aid to pay for your books.

5. Why am I not able to participate with this new BGSU Bookstore Financial Aid program after noon on August 11th?

The way the program has been programmed for the fall semester 2010, it is linked to the general refunding process administered by the Office of the Bursar which begins on Monday, August 16th, so it is important that the two programs do not overlap and your account stays in balance. The timing of this program will be reviewed for future semesters.

6. I don’t live near Bowling Green and I am not able to get to back to BGSU before the program ends on July 11th – how can I still participate?

You can place your order online with the BGSU Bookstores (<http://bqstores.bgsu.edu/STORE1/SiteText.aspx?id=779>) if you have not already placed an order using this process and are not able to come in person. The Bookstore staff will pull your books for you ahead of time so you get first access to the large supply of used books before most students return to campus. You must have completed the Opt-in function in MyBGSU in order to order online.

7. If I place my online order through the BGSU Bookstores’ web site and specify “Pick up at Bookstore”, will my books be waiting for me when I return to BG?

Your order will be processed prior to the August 11th deadline for the program and waiting for you to pickup when you return to school. In addition to getting first access to used books, online orders for textbooks are now receiving a 5% discount.

8. I previously placed an order with the BGSU Bookstores, but I would like to use my excess financial aid instead of the original payment method I specified. How can I change the payment method on my order?

Just send an email message to Textbooks@BGSU.edu as soon as possible and let them know you have previously placed an online order and would now like to participate in the BGSU Bookstore Excess Financial Aid Opt-In program. Specify as much information as you can, including your name, ID number, and original online order number.

9. When ordering my books and choosing “financial aid” as the payment option, I am asked for an account number, but I do not want to pay using “BG Bucks”. What should I enter?

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The ten-digit Student ID number listed on your BG1 Card is used for both the financial aid program, as well as, when paying with “BG Bucks.” Simply enter the ten-digit number. If you have an older BG1 Card with a “P” at the front of your ID number, replace that with a zero, and indicate your “lost card code” as the final digit, if you know what it is. For example if your ID number is “P001234567” and you have not lost or replaced your card, enter “00012345670”.

10. How can I find out how much excess financial aid I have available to use for buying my course-required textbooks & supplies?

Simply log in to the MyBGSU web portal from the university home page at <http://BGSU.edu> . Access your financial aid and Bursar account balances in the “Financial” section under “Student Services”.

11. Is the BGSU Bookstore excess financial aid program mandatory? Am I required to take advantage of this opportunity?

There is no requirement to participate in this program – it is completely optional. This program simply provides an additional option for students so they can apply their excess financial aid to purchasing course-required textbooks and supplies prior to the normal refund period as administered by the Office of the Bursar. This option allows students to place an advance order with the BGSU Bookstore and get first access to the limited supply of used books and to take advantage of the 5% discount currently being offered for online orders.

12. Will I lose any of my excess financial aid if I opt not to use it at the Bookstore with this new program?

Certainly not – this is an optional program and is being provided as an additional way to use your financial aid for one of the larger expenses students have as part of the overall “costs of attendance” as defined by the Title IV federal financial aid guidelines. Students not participating with the Bookstore will still be eligible for a refund of any excess financial aid subject to the program administered by the Office of the Bursar. See <http://www.bgsu.edu/offices/bursar/page25775.html> for more information.

13. How is the "excess financial aid" calculated? Does it amount to the electronic transfer or refund check I can receive after my tuition and other charges have been paid through accepted loans, grants, or other forms of financial aid?

The excess financial aid is calculated from the sum of your BGSU charges, including tuition, fees, housing, meal plans, and other fees billed through the Office of the Bursar, less any awarded/accepted financial aid. Your account must be in good standing with the Office of the Bursar, and you must have an unrestricted credit balance not designated to pay for a specific college expense such as housing or meals.

14. Why is this program limited to \$700?

The amount available under this program is limited to a maximum of \$700 based upon the national industry average cost data for purchase of textbooks and supplies and in association with the Title IV federal financial aid guidelines.

15. I was going to purchase my course-required textbooks and supplies with my excess financial aid from loans, but I have also been awarded a \$250 “book scholarship”. Can I also use the book scholarship I have been awarded to buy my textbooks?

You should use any financial aid such as a book scholarship that is specifically “designated” to pay for those costs, before using any excess financial aid. The new BGSU Bookstore excess financial aid program does not include any specifically designated aid in its calculation and instead is based upon aid that is “unrestricted”.

16. How can I use other forms of financial aid such as a “book scholarship” to buy my textbooks?

You can use it in the same way as described above, but you do not need to complete the promissory note used for the excess financial aid program and should specify that you are using a book scholarship or other form of financial aid specifically targeting purchase of course-required textbooks and/or supplies. This applies to both the online purchases where you can use the comments field as well as in-person purchases where you simply need to inform the cashier. Depending upon the type of book scholarship you have been awarded, the program sponsor may also require you to complete some type of promissory note. See your program sponsor for details.