

ATTENTION NEW AND RETURNING TUSKEGEE UNIVERSITY STUDENTS

PURCHASE YOUR BOOKS WITH YOUR CREDIT BY FEBRUARY 20, 2024. THIS IS THE LAST DAY BOOK CREDIT REQUESTS WILL BE PROCESSED.

If you have a **refund** on your account after paying all your tuition and mandatory fees, you can have the money transferred to the Tuskegee (Follett) Bookstore to purchase your books.

Below are the steps to take when requesting money to be transferred from your account to the bookstore:

1. Go online at www.bkstr.com/tuskegeestore/home to price your class materials.
2. Email your request to the following email bookvouchers@tuskegee.edu. Please allow **48 hours (two business days)** before going to the bookstore to purchase your class materials.
3. **Include in your email** – Your Name, ID #, and the total amount (\$) of your request.
4. Request only the amount needed. **Once the funds are released to the bookstore, there will NOT be any refunds processed if the money is not used in the bookstore.** Please request a bookstore gift card for the amount not used. The gift card can be used at a later date. Gift cards will not be issued to students who receive book scholarships from Federal Agencies, such as USDA or Vocational Rehabilitation.
5. **To avoid processing the same request twice; please indicate if this is a second or third request** in your email.
6. Further information will be sent on how to pick up your books or gift card at a later date.
7. **Please remember the above deadline to use your book credit at the bookstore. Once the book credit process is closed, it may not be re-opened.**