

ATTENTION NEW AND RETURNING TUSKEGEE UNIVERSITY STUDENTS

PURCHASE YOUR BOOKS WITH YOUR BOOK SCHOLARSHIP OR CREDIT BY FEBRUARY 15, 2023. THIS IS THE LAST DAY BOOK VOUCHER REQUESTS WILL BE PROCESSED.

If you were awarded a book scholarship by the Tuskegee University Financial Aid Office, you may go directly to the Bookstore to purchase your books upon arrival to the campus.

If you receive a **book scholarship from other sources**, you must submit a request for a book voucher.

If you have a **refund** on your account after paying all of your tuition and mandatory fees, you are eligible to 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 books.
2. Email your request to the following email bookvouchers@tuskegee.edu. Please allow **48 hours (two business days)** before purchasing your books.
3. **Include in your email** –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 card 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 add second or third requests** on your email.
6. Further information will be sent on how to pick up your books or gift card at a later date.
7. **Please be aware there is a deadline to use your voucher with the bookstore. Once the book voucher process is closed, it will not be re-opened.**