

# Bookstore Operations

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Central Piedmont Community College has partnered with Follett Higher Education to operate the campus bookstores. There are physical store locations on the Central, Levine, and Cato Campuses. Lockers are available for delivery of orders to Harris, Harper, and Merancas Campuses. Online orders over \$50 ship for free. You can select pick-up at one of the six campuses or have items shipped directly to you. The campus store stocks a variety of items from textbooks to clothing, gifts, supplies, technology, snacks, and CATS bus passes. Financial Aid can often be used to purchase these items from the campus store. For computer/laptop purchases, students may be able to purchase a laptop up to \$ 800 (including tax) using financial aid. When placing online orders via the campus store website ([centralpiedmontstore.com](http://centralpiedmontstore.com)), please verify financial aid amounts in each category prior to placing the order so it is not canceled due to lack of funds available in that category.

The Central, Levine, and Cato Campus locations have extended store hours during the first week of classes each term. Regular store hours are 8 a.m.-5 p.m., Monday-Friday, and may vary during the summer and holidays. Review details for hours and locations.

## IncludED

Central Piedmont Community College and the Campus Store have implemented a new course material program in which the cost course material have been included in tuition. IncludED is a per credit hour program that students are enrolled in when they register for their courses.

Continuing Education courses are not included in the IncludED program.

Most course materials will be delivered in a digital format that can be found in Brightspace under the "Content Section". Although many materials are available in a digital format, some may still be physical copies that will need to be picked up at the campus store. Students will be sent an email with instructions on when and where to pick up their physical materials. If you are unable to visit campus to pick up your physical materials, you can elect to have your materials shipped to you. Go to the campus store's website ([centralpiedmontstore.com](http://centralpiedmontstore.com)), and in the search bar, enter "shipping", then add that to your cart. Go to Checkout. Select ground shipping and enter your shipping address. Proceed to the payment section and select "IncludED shipping" as your payment option.

Enter your Central Piedmont ID #. Submit your order. Your order will be shipped within 24 business hours once your physical books are available.

IncludED is a per semester program and although it saves students a substantial amount on their course materials, this program may not be for every student. Each student has the option to Opt Out of the program. Course kits are not included in the IncludED program, however, you can use financial aid to purchase these items if you have funds available.

## Find required materials and make purchases using Financial Aid

You may review the materials required for your class on the Follett website or in Brightspace once the class has started, under "Order Textbooks/ Materials." If you choose to Opt Out of the IncludED program, you will find your required course materials listed on the bookstore's website. Students may use financial aid to make purchases on the bookstore website or for in-person purchases, using your Central Piedmont student ID number to charge purchases to your financial aid account. Financial Aid may be available for bookstore purchases only during certain times, please

check the time periods when financial aid is available in the bookstore for purchases.

If course materials are not included in the IncludED program, physical and/or digital materials may be purchased at campus locations where the class is taught. Materials can be purchased in-person at Levine, Cato or Central Campuses, or ordered online for a pickup or delivery option.

## Purchasing Digital Materials & Brytewave

For students who are purchasing digital materials (not part of IncludED), be sure to use your Central Piedmont student email address. Each textbook vendor and/or publisher handles the distribution of their materials differently. For example, you may receive an additional email from Brytewave stating that your materials have been added to your Brytewave account, and you will be able to access your materials from the link Brytewave sends you. A Brytewave account has already been set up for you and it will be listed in Brightspace. If you need additional information on how to access your digital materials, contact the bookstore via email using the following email [centralpiedmont@bkstr.com](mailto:centralpiedmont@bkstr.com). You may also go to the bookstore's website, [centralpiedmontstore.com](http://centralpiedmontstore.com)'s website for frequently asked questions for more assistance.