

Purchasing Your Books

A list of the required and recommended resources for your courses is available through the Library website as well as the [MyCityU Portal](#) under Campus Links. Additional required and recommended online resources, available at no cost to students, may also be listed in Blackboard courses. A title without a hyperlink indicates a print resource that can be purchased from a vendor of your choosing.

CityU recognizes that some students may need assistance to purchase their books and/or course materials before financial aid or other resources are available. Before the beginning of the quarter, the Library will send out an announcement to certain students to inform them of the option to participate in the Delayed Billing Program for purchasing books.

The eligible populations who will receive the announcement email are:

- Students using Chapter 31 Veterans benefits
- Students approved through WorkSource
- Students with a valid FAFSA on file with an EFC of zero

If you are not in one of the “eligible populations” listed above, but feel you need assistance with purchasing your books before the start of the quarter, please contact our office.

In the announcement email from the library, there will be a form to be completed by you that will be processed **by the Library**. Once they receive the completed form, they will verify your eligibility with our office, ship new copies of the required course material(s) to your address, and post the charges for the course materials (plus shipping and handling) on to your CityU student account to be paid by financial aid or other resource when available. Typically, the approval process can take 2-3 business days to complete before ordering the course materials.

Most items should arrive within 7-10 business days; some materials may take as long as 4 weeks to arrive. Please plan accordingly.

If you choose to participate in the Delayed Billing Program, the charges will post to your CityU student account to be paid by your financial aid or other resources. If your request is not submitted in a timely manner, the course material charges may post to your CityU student account *after* your financial aid has disbursed. In these cases, you will be responsible for paying the outstanding charges. If there is not enough financial aid to cover the course materials charges, you will be responsible for paying the outstanding charges.