UC Bookstore

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How to Order Textbooks

1 Select Textbooks from the top menu.
Select your textbook location from the drop down.

2 Select the Term (Ex.: Charleston Inseat).
Select the Department (Ex.: Psychology).
Select the Course Number (Ex.: Psychology 205).
Select Add Course.
Select Get Course Materials.

3 Add the items to your shopping cart by clicking the shopping cart icon beside each textbook Click the shopping cart at the bottom of the page. Review the contents in your cart.

4 Click Continue to check out.

5 Make your selection for order preference (Ex.: New or Used).

6 Enter your Email and the Password you created when you set up your shopping profile.

7 If you have never used this bookstore to order books or merchandise, you will see two bullet points to the left. Click on the second point to create your profile for shopping on the Eagle Shop website.

8 Enter your information. (Email does not have to be school issued and your Password is one that you create yourself.) Once done, click Continue to check out.

9 Choose Shipping Address in the dropdown box if address is correct. Click Use This Address

10 Continue to checkout.

11 Select Shipping Method. (Ex.: Ground, Second Day, Overnight, Chas. Free Pickup)

12 Choose Payment Method.
If using a credit card, enter all of the information.
If placing your textbooks on your student account, click the Financial Aid tab and enter your Datatel Student ID number.

13 Click Submit Order.

14 You will receive a confirmation email with your order number and details items ordered. This email will be sent to the email address you entered into you profile.