

# Student Guide to Using Bookstore Credit for Required Books & Supplies

Beginning with the Fall 2025 semester, financial aid will be disbursed after the term begins and financial aid refunds will be issued to **enrolled and attending** students **after** the class Census Date, instead of before classes begin. Students will be able to make purchases for required books, supplies, and other educationally related goods against their bookstore credit balance at any campus bookstore during the bookstore credit timeframe.

## Bookstore Credit Timeframes

### First Bookstore Credit Timeframe

Ten (10) days prior to the start of the 16-week term through the 4<sup>th</sup> day of the 16-week term

- **Timeframe:** August 15 through August 28, 2025
- **Classes affected:** Fall 2025 classes beginning prior to September 9, 2025

### Second Bookstore Credit Timeframe

Ten (10) days prior to the start of the 2<sup>nd</sup> 8-week term through the 2<sup>nd</sup> day of the 2<sup>nd</sup> 8-week term

- **Timeframe:** October 10 through October 21, 2025
- **Class affected:** Fall 2025 classes beginning between October 10 and October 21, 2025

Classes with non-standard start dates may fall outside of the bookstore credit timeframes. The bookstore credit balance may not be available during the entire bookstore credit timeframe.

## Important Financial Aid Terminology to Know

- **Financial Aid:** The initial offer of financial assistance that helps students pay for college. This can include grants, scholarships, work-study, and student loans.
- **Anticipated Financial Aid:** The amount of eligibility, based on the initial financial aid offer, enrollment intensity (actual number of hours), and the start date of each class. For classes that start after the first day of the term, this will appear 10 days before the class start date.
- **Transmit/Disbursement:** When your financial aid funds are applied to your term balance on your student account.

- **Financial Aid Credit Balance:** This occurs when the transmitted financial aid applied to your student account exceeds the term balance.
- **Bookstore Credit Balance:** The credit balance available to use at the bookstore for bookstore charges, which is based on anticipated financial aid minus your term balance.
- **Bookstore Credit Timeframe:** The time during which you can use your bookstore credit balance.
- **Bookstore Charges:** The cost for required books, supplies, and other educationally related goods you purchased using your bookstore credit balance during the bookstore credit timeframe.
- **Financial Aid Refund:** The credit balance issued to a student of any remaining amount after your term balance is fully funded.

## Determine bookstore credit balance


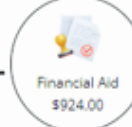
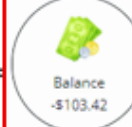
Complete the following steps to check the bookstore credit balance available to use at the TCC bookstore:

1. Log in to [MyTCCTrack](#)
2. Select the Fall 2025 term
3. Review the bubbles indicating the semester totals.
  - The bookstore credit balance is based on anticipated financial aid minus your term balance. If you have anticipated financial aid and the Balance is a credit amount (e.g. -\$100), this is the bookstore credit balance you have available to use at the TCC bookstore.

**Note:** The amount of credit shown in your Student Account may change due to future account activity. The examples shown in this document may not represent all activities that could occur in your account. Please contact Business Services for more detailed account information.

**Example:** The \$820.58 in Charges is the total of Tuition and Fees, and TCC Plus Digital Material. Under the Financial Aid section, the \$924 is anticipated financial aid. The credit balance of -\$103.42 is the Charges minus Anticipated Financial Aid, which can be used at the TCC campus bookstore.

Term: 2025 Summer - Balance: -\$103.42 [View Statement](#)

Charges \$820.58   Financial Aid \$924.00   Balance -\$103.42

[Collapse All](#)

Charges		\$820.58	^
Tuition and Fees		\$740.00	v
TCC Plus Digital Material		\$80.58	v

Financial Aid		\$924.00	^					
Award	Awarded	Term	Disbursed	Anticipated	Other Terms	Loan Fee	Currently Ineligible	Comment
Federal Pell Grant	\$3,697.00	2025 Summer		\$924.00			\$2,773.00	Currently Ineligible
Total			\$0.00	\$924.00				

Balance -\$103.42

## Find Bookstore Charge Totals

Complete the following steps to find your bookstore charge totals.

1. Log in to [MyTCCTrack](#)
2. Select the Fall 2025 term
3. Expand the Charges section.

Contact the bookstore if you would like an itemized list of your purchases.

**Example:** The \$1,144.16 in Charges is the total of Tuition and Fees, TCC Plus Digital Material and Miscellaneous. The \$167.15 under Miscellaneous is Bookstore Charges.

Charges		\$1,144.16		^
Tuition and Fees		\$888.00		▼
TCC Plus Digital Material		\$89.01		▼
Miscellaneous		\$167.15		^
Invoice	Date	Description	Amount	
018823800	7/17/2025	Bookstore Charges	\$167.15	

- If your anticipated financial aid is **reduced** or your term balance is **increased**, **after** using the previous bookstore credit balance, you are responsible for the resulting charges on your student account. Unpaid balances will result in registration holds and may be sent to collections if not paid in a timely manner.
  - For example, the initial credit balance was \$500, and you charged \$300 at the bookstore. Then, your anticipated financial aid was reduced to \$200. The anticipated financial aid of \$200 minus the bookstore charge of \$300 leaves a balance of \$100 owed on your student account.

Scenarios	Initial Bookstore Credit Balance	Bookstore Charges	New Bookstore Credit Balance	Amount Owed	Potential FA Refund
#1	\$500	\$300	\$200	\$100	\$0
#2	\$1000	\$300	\$0	\$300	\$0
#3	\$1000	\$300	\$500	\$0	\$200

## Purchase Books/Supplies from TCC

You can purchase your book/supplies from a TCC campus bookstore or online.

### Purchase books/supplies from a TCC campus bookstore

- Visit the TCC campus bookstore in person or online.
- The bookstore will know your bookstore credit balance during the bookstore credit timeframe. Changes to your bookstore credit balance may take up to 24 business hours to show in your student account.

- Bookstore charges may take up to 48 business hours to show in your student account.
- By using the bookstore credit balance for books, supplies, and other educationally related goods, you are authorizing TCC to apply your financial aid disbursement towards the bookstore charges added to your student account.

## Purchase books/supplies online

1. Login to [tccd.bncollege.com](http://tccd.bncollege.com) or create an account to select items.

### Items eligible for purchase using bookstore credit balance:

- Course Materials (excluding TCC Plus): new, used, rentals, digital
  - Course Required Uniforms
  - School/Course Supplies and backpacks
  - Electronics - flash drives, computer mice, headphones, speakers, phone charging options and accessories, laptops (online)
2. At checkout, on the **Payment Information** page,
    - a. Select **SFA/3<sup>rd</sup> Party** if you are using your bookstore credit balance for payment.
      - If you are **renting** a book, you must enter **Credit Card** information FIRST (for collateral), then select **SFA/3<sup>rd</sup> Party**.
    - b. Check the box next to **Internal Provider**
    - c. Enter your **Student ID number**
    - d. Select **Apply SFA Funds**
    - e. Select another form of payment if you know your aid won't cover the full purchase price.
    - f. Select **Proceed to checkout**
  3. Review and make any necessary changes, then select **Place Order**.

**Example:** The TCC online bookstore Payment Information screen, under Order Summary, shows a purchase of \$125.84, plus fees, totaling \$138.40. The student selected "SFA / 3<sup>RD</sup> PARTY" to use their Bookstore Credit as payment, and checked the box next to "Internal Provider".



✓  
1. Shipping & Pick Up

\$  
2. Payment

📄  
3. Order Review

## Payment Information

Select a payment method

CREDIT / DEBIT CARD

GIFT CARD

BUY NOW, PAY LATER

SFA / 3RD PARTY

STUDENT  
FINANCIAL AID

3RD PARTY

AID CATEGORY	AVAILABILITY WINDOW	STATUS
Student Financial Aid	Currently available	OPEN
3rd Party	Currently available	OPEN

You have chosen to apply Student Financial Aid (SFA) to this order.

If you are paying using Student Financial Aid, please select Internal Provider below.

Student Financial Aid - only use if you have an anticipated financial aid refund. Funds will be available up to ten days prior to the first day of class through the fourth day of the semester. Provide your TCCD Student ID Number.

If you are paying using 3rd Party, please select External Provider below.

3rd Party Payments:

VA Ch31, TWC and TWS please provide your voucher/authorization number.

Medical City Students please provide your student ID number.

Learn more about SFA [Terms & Conditions.](#) >

☒ Internal Provider

Student ID Number

☐ External Provider

**APPLY SFA FUNDS**

### Order Summary

Order Subtotal	\$125.84
Handling	\$2.00
Tax	\$10.56
<b>TOTAL</b>	<b>\$138.40</b>

### PICKUP

Tarrant Trinity River



Anatomy and  
Physiology - With  
Access (Looseleaf)  
(Custom Package)  
Qty: 1

**\$125.84**

## TCC Campus Bookstore Refunds

- If you return a bookstore purchase that was charged against your bookstore credit balance, your student account will be credited in accordance with the bookstore's refund policy. It may take 24-48 business hours to show in your student account. If this results in a credit balance on your student account, it will then follow the normal refund schedule.
- Bookstore refunds will be displayed in MyTCCTrack as "Bookstore Charge Adjustment" under the "Miscellaneous" subheading under Charges.

**Example:** The \$272.52 in Charges is the total of Tuition and Fees, TCC Plus Digital Material and Miscellaneous. The \$0 Miscellaneous charge is the result of \$221.87 in Bookstore Charges minus the Bookstore Charge Adjustment of -\$221.87.

Charges		\$272.52	^
Tuition and Fees		\$222.00	v
TCC Plus Digital Material		\$50.52	v
Miscellaneous		\$0.00	^
Invoice	Date	Description	Amount
018823795	7/16/2025	Bookstore Charge Adjustment	-\$221.87
018823793	7/16/2025	Bookstore Charges	\$221.87

## Purchase Required Books/Supplies from Another Source

- If you wish to buy books and supplies outside of the TCC bookstore, up to \$750 will be refunded to you (based on anticipated aid minus term balance) seven days after the first day of the term.
- If you have used less than \$750 in credit at the bookstore AND you have an available credit balance, you will be refunded your available credit minus your bookstore charges, up to \$750, seven days after the first day of the term.

- For example, if you have \$1000 in available credit and spend \$300 at the bookstore, you will be refunded \$450 seven days after the first day of the term, and the remaining \$250 will be refunded after the census date.

Scenarios	Credit Balance	Bookstore Charges	1 <sup>st</sup> Refund	Post-Census Refund
#1	\$1000	\$300	\$450	\$250
#2	\$500	\$300	\$200	\$0