HOW TO ORDER TEXTBOOKS WITH MBS

Once your voucher is available, you will receive an e-mail similar to the one here. This e-mail contains a “Voucher ID”. You will need your Student ID and Voucher ID to order your books using your voucher. Please make sure you have your current registration accessible, your Student ID is on there, along with the classes you are registered for. You will need that information to order your books. Follow the blue hyperlink in your e-mail to proceed to the MBS Direct website to order your books.

The first page to populate will be similar to this one. If you are using a voucher please select “Use It Here”.

(If you are not using a voucher please proceed to the “Getting Started” page of the instructions.)

Here you will enter your Student ID and Voucher ID, then proceed with clicking “Access Your Funds”.

This page will show the details of your voucher. It lists the amount available, and the date your voucher will expire. Make sure to order your books by this date. Proceed by clicking “Get Your Course Materials”.

On this page you will select the term you are ordering for, Montgomery Community College, then you will select the courses you are registered for. Once all courses are selected, proceed with clicking “View Your Materials”.

This page will show you all of the required text for your courses. Please select if you would like new, used, rental, etc... Once you have selected your desired materials, you will click “Add Selected to Cart”. Once you have added all of your items to the cart, proceed with clicking “Proceed to Checkout”.
Review your cart, to proceed click “Check out now”.

Fill in all required information, proceed to select your shipping method.
If you do not have a voucher or your voucher does not cover your entire order, payment information will be entered here.

*If you are renting material, you will be required to enter credit card information. You will not be charged unless you do not return the item.

This will be your last step in submitting your order, please create a password for your account. You will use this to log back in to view and orders and electronic materials you may have purchased. Please verify your shipping address is correct, and check that you have the correct items in your cart. If you are ready, “Submit Your Order”.