How to Use the Schoettler Book Voucher

   a. A request must be submitted every quarter.

2. After you have been approved, you can use the Schoettler Book Voucher in-store OR through the online bookstore.
   a. If you are purchasing your materials in person, have your Student ID ready when you complete your purchase.

3. For online purchases, first go to https://www.bkstr.com/foothillstore/home

4. On the home page, you can either input your Student ID and the store will generate a list of your materials and textbooks for each class you are registered in. You may also purchase your textbooks by inputting your courses

5. Make sure your Student ID, Program, and Term is correct, then click “Find Courses”
6. A list will appear of the needed materials and textbook for each course. Make selections of what you would like to purchase then click “Add items to bag”

7. Scroll to the bottom of the page and you have the option of either “Continue Shopping” or “View Bag & Checkout.” When you are ready to complete your purchase, click “View Bag & Checkout.”

8. Review the items in your bag, then click “Check Out.”
9. A box will appear with a message regarding your order. After reading the message, click “Proceed to Checkout.”

A Note from Your Campus Store Team
We will make every effort to fulfill your order with the textbook condition you have selected (e.g. Used/New). There's a small chance the condition you selected is unavailable at the time we process your order. If this happens, to serve you sooner, we will replace it with the other Used/New condition (if available), and your final order total may be higher or lower than your displayed order total. If you are unhappy with the replacement, please contact us and we would be happy to assist you. Thank you for shopping with us and have a safe and successful year.

PROCEED TO CHECKOUT

10. You will be asked to either
   a. Sign In with your existing bookstore account
   b. Create Account
   c. Continue as Guest
11. After you log in or continue as guest, you will then be asked to fill out the delivery method section. When this section is completed, click “Proceed to payment method.”
12. In the payment method section,
   a. Check off “Financial Aid”
   b. Input your Student ID # and click “Find Accounts”
   c. Then choose SCHOETTLER

13. After you complete the payment section, complete the Contact Information section, and click “Place Order” to complete your purchase.

   ***If you do not see your account/aid listed,
   Please contact the Foothill Bookstore
   Email: foothill@bkstr.com Phone: 650-949-7305)
   Or Michelle Lapitan, DRC Accommodations Coordinator
   (Email: lapitanmichelle@fhda.edu Phone: 650-949-7673)