



RICE | BUSINESS



RICE | CAMPUS STORE

Professional & Executive MBA Textbook Accounts

The school provides each Executive and Professional MBA student with a Rice Campus Store textbook account in the amount of \$2,400 for use on required textbooks during the program. If you only want to know how this works, keep reading below. If you would also like to know why the system is set up this way, please see the last section in this document.

Your \$2,400 textbook account:

- Will be available for use at the Rice Campus Store in mid-July prior to class start.
 - You will receive an email notification from the Rice Campus Store once the textbook account is available.
- Is intended to cover the cost of required textbooks for your registered courses throughout the full length of the program.
- **Is only available for use towards textbooks.** Supplies, merchandise and convenience items are restricted from the textbook accounts.
- **Is Non-Refundable.** Any unused funds will expire in the month prior to graduation and are not eligible to be refunded to the student.
 - The textbook account amount is an estimate of the maximum amount a student may charge at the expense of the school, it is not a refundable credit allocated to each student.

If textbook account funds are exhausted before the end of the program, all additional textbook cost will be responsibility of the student.

- Students are encouraged to utilize, when available, the Rice Campus Store's cost savings options such as:
 - Rental books
 - Buying USED
 - Buying/Renting Digital textbooks
- Scenarios where students would likely exhaust funds before the end of the program:
 - If they "BUY NEW" physical books for every class.
 - If they purchase recommended/optional textbooks for their classes.
 - If they take more classes than required to graduate (i.e. a high number of electives in their second year).

How do I use my Textbook Account Funds at the Campus Store?

- In-store:
 - Student makes their selections and at checkout, notifies cashier that they have a business school textbook account that they would like to use towards their book purchase. Have a valid picture ID available for verification.
 - Remember, Textbooks ONLY.
- Online:
 - Easy one-stop shopping with FREE in-store pickup!
 - Go to [ShopRiceU.com](https://shopriceu.com) and enter your Student ID in the “Find My Course Materials” section.
 - At payment, student selects “Financial Aid/Scholarship” to apply available textbook account funds to order.
 - Your Account Number is your Rice student ID (ex. S01234567)
 - Your PIN # is your date of birth in MMDDYY format (6 digits only).
 - Remember, Textbooks ONLY.

Rice Campus Store Price Match Program

- Available in-store only on qualifying titles, program details are available at [ShopRiceU.com](https://shopriceu.com).
 - Price difference provided on a Campus Store gift card.
 - Gift Card does not expire and can be used towards the purchase of textbooks or on non-textbook items like supplies, merchandise or convenience items!

Rice Campus Store Textbook Buyback Program

- Physical books purchased (not rented) by students with their JGSB Textbook Account funds may be eligible for the Rice Campus Store’s Buyback Program.
 - Depending on local and national demand for a title, the Rice Campus Store buys back textbooks at up to 50% off the USED retail price.
 - Market demand is dynamic and fluctuates daily based on numerous factors and business need, so specific Buyback prices cannot be guaranteed.

You can check your available Textbook Account funds anytime!

- Login to “My Account” on [ShopRiceU.com](https://shopriceu.com) and select “Financial Aid/Scholarship.”
 - Your Account Number is your Rice student ID (ex. S01234567)
 - Your PIN # is your date of birth in MMDDYY format (6 digits only).



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Order Your Textbooks Online!

Step 1:

- Go to [ShopRiceU.com](https://www.bkstr.com/riceuniversitystore/shop/textbooks-and-course-materials) and enter your Student ID in the “Find My Course Materials” section.
 - On the next page, select your program (Rice Campus) and Term/Semester.

The screenshot shows the Rice University Bookstore website. At the top, there is a navigation bar with the 'BOOKSTORE' logo, a 'Shop' dropdown menu, a 'Textbooks' link, a search bar with the placeholder 'Search Keywords or ISBN', and links for 'Store', 'Sign in', and 'Bag (0)'. Below the navigation bar, a black banner reads 'Free In-Store Pick Up When You Order Online'. The main content area is titled 'Find My Course Materials'. It contains two options: 'Find the books you need with your Student ID' and 'Don't have your Student ID handy? Find your courses instead.' The first option has a text input field for 'Student ID' and an 'ENTER' button. Below this, it states 'Your Student ID has 9 alphanumeric characters and starts with the letter "S". Example: S01234567'. The second option has an 'ENTER COURSES' button with a right arrow.

Step 2:

- Make your selections, add to bag and proceed to checkout!

Step 3:

- To use your JGSB Textbook Account towards your textbooks, enter your Account Number & PIN under the “Financial Aid/Scholarship” payment method.
 - Your Account Number is your Rice student ID (ex. S01234567)
 - Your PIN # is your date of birth in MMDDYY format (6 digits only).

The screenshot shows the checkout page on the Rice University Bookstore website. The page is titled 'Secure Checkout'. On the left, under the 'Payment Method' section, there is a checkbox for 'Apply Promo Code'. Below this, the 'Financial Aid/Scholarship' section is active, showing two input fields: 'Account Number' with the value 'S01234567' and 'PIN' with the value '*****'. A 'FIND ACCOUNTS' button is located below these fields. On the right, the 'Order Summary' section displays the following information: 'Subtotal (1 Item)' at \$6.80, 'Delivery (Pick Up)' at FREE, 'Tax' at \$0.56, and a bold 'Total' of \$7.36.

Why the process was set up this way:

The Executive and Professional MBA programs were set up with characteristics and conveniences which will accomplish the goal of helping busy, working professionals complete a rigorous, top-tiered MBA program. One of the conveniences Rice Business provides is easy access to all the required materials for registered courses. Student feedback has facilitated iterations and an evolution of the textbook process over time. The most common student feedback is a preference toward having a choice on the format of the textbooks and specifically to have digital options when available.

The current process with the Rice Campus Store provides students with a one-stop-shop, high-touch customer service, online ordering, delivery options, and most importantly (based on feedback), choices in format while also substantially minimizing the chance that students need to come “out-of-pocket” for their required textbooks.

Each student’s textbook account at the Rice Campus Store does not represent real funds. The \$2,400 represents a maximum projected amount a student may spend on their required textbooks for only their registered courses over the course of two years in the program, with the understanding that there is significant variance for total book spend by student. The textbook account, however, is only an estimate (calculated with recent historical course and cost data) of the maximum a student may spend, and it is not a refundable amount allocated to each student. The Rice Campus Store invoices Rice Business monthly for the amount our students spend on their required textbooks.

We are always interested in improvement and will continue to welcome any student feedback to improve the process while still accomplishing the goal.