



# Book Advance Check Request

2500 E. Nutwood Ave.  
Fullerton, CA, U.S.A. 92831  
(714) 879-3901  
FAX (714) 681-7421

## eFollett.com

Please email completed form to **bookstore@hiu.edu**.

ID#: \_\_\_\_\_ Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Phone#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

Method of Delivery: ☐ Pickup in store ☐ Mail

Shipping Address: \_\_\_\_\_

*Physical Addresses Only- No PO Boxes*

Type of Shipping: ☐ Ground ☐ 2nd Day ☐ Next Day Book Preference: ☐ New ☐ Used (if available)

| Course Code | Section | Course Name |
|-------------|---------|-------------|
|             |         |             |
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| Miscellaneous Supplies | Quantity |
|------------------------|----------|
|                        |          |
|                        |          |
|                        |          |

- Book advance checks are only printed on Tuesdays and Thursdays
- Requests must be submitted 2 business days in advance.
- It must be determined by Student Accounts that Financial Aid will exceed tuition and fees
- Financial Aid must be 100% complete in order for a book advance request to be approved

### OFFICE USE ONLY

Bookstore amount needed: \_\_\_\_\_

Credit balance available for use by student: \_\_\_\_\_

Date scheduled: \_\_\_\_\_

Scheduled by: \_\_\_\_\_

Supervisor approval: \_\_\_\_\_