



ST. MARY'S DOMINICAN HIGH SCHOOL

Office of the Principal

March 24, 2018

Dear Incoming Students and Parents:

We have contracted with MBS Direct, one of the largest mail order textbook vendors in the country, to help us provide our students with easy and convenient access to books. MBS Direct currently serves thousands of individual students nationwide. It is a wholly owned subsidiary of MBS Textbook Exchange, Inc., one of the largest distributors of used and new books in the nation, with over 7 million books in their facility located in Columbia, Missouri.

You will be able to purchase your books directly from the vendor's inventory. This means you will have control over your textbook order, options on the delivery of your books/course materials, and assurance that your books will be available when you need them. Here is how it works:

MBS Direct will maintain a current list of our courses and the books/materials for those courses.

You can access the Virtual Bookstore through a link on Dominican's homepage or at <http://bookstore.mbsdirect.net/stmarydominican.htm>. You can also call MBS Direct at 800-325-3252 to order your books.

Payments may be made by: Visa, MasterCard, Discover, or American Express.

MBS operators are available to take your call 24 hours a day 7 days a week.

Students will receive their 2018-2019 course schedules in June. To utilize the service, please refer to this 2018-2019 course schedule. The school's page on the MBS Direct site has an alphabetical listing of every course the school will offer for the 2018-2019 school year. Clicking each course listed on the student's schedule will bring up a page that describes the materials the student will need to purchase for that course. At this point you will have the option of ordering the book, ordering a Vital Source eTextbook (in some cases), ordering a used copy of the book (in many cases), or not ordering the book at all.

We recommend that you order via the Virtual Bookstore for convenience, accuracy, and cost savings. The Virtual Bookstore can be accessed 24 hours a day, 365 days a year, beginning **July 6, 2018**. You can use the URL listed above or refer to the link on the home page of the school's Web site. The operators/Virtual Bookstore will inform you of the availability of used books and optional materials and will allow you to determine the best method for shipping.

VITAL SOURCE eTEXTBOOK BOOKSHELF The Virtual Bookstore will offer the Vital Source eTextbook option for some courses. For these courses, parents will decide to purchase either an etextbook or a traditional textbook. Some etextbooks will have a 365 day license or perpetuity option. Online tutorials are available on the Virtual Bookstore to assist families who select this option.

USED BOOKS While you may purchase new books, the MBS textbook buyers make every effort to maximize the number of used books available, providing you with up to a 25% savings.

DELIVERY Textbooks are delivered via UPS by one of three methods: Ground, Second Day Air, or Next Day Air. You pay the current UPS rate based on weight of the package and shipment location. (Federal Express and Priority Mail are also available). During a two week period, MBS is offering **free regular ground shipping** for orders that are \$100 or more. The free shipping period will be July 6 – July 12.

TEXTBOOK BUY-BACK Upon completion of a course, to sell your books back to MBS, you may go to the Online Bookstore and click the "sell my books" option.

Sincerely,

Carolyn F. Favre, Principal