

OTC Bookstore Accepted Methods of Payment

We welcome you to visit the OTC Bookstore. We accept cash, Visa, MasterCard, checks, and college-approved financial aid for purchases. Specific types of financial aid are the HOPE book voucher, Pell grant, SEOG grant, Workforce Incentive Aid (WIA), and other assistance from third parties, such as the Department of Labor, Veteran Affairs, etc. Financial Aid is available the first day of class.

For all third-party financial aid students, prior approval by the third party is required in order to set up the account, and a written authorization stating that the student's costs are covered under their program must be on file. Generally, all other financial aid is used before third party aid is charged with purchases, unless otherwise specified in the aid letter.

Charging books to Financial Aid:

HOPE applies first, Pell applies second, and then any third-party aid applies. Students are responsible for payment of bookstore purchases not covered by financial aid at the time of purchase and for purchases for which their financial aid is later reduced.

The HOPE book voucher amount is stated on the course schedule, and granted based on the number of credit hours:

6 credit hours or more: \$100.00 HOPE book voucher
Fewer than 6 credit hours: \$50.00 HOPE book voucher

The HOPE book voucher can be used in the OTC Bookstore to purchase books and supplies until the specified deadline for using financial aid. If the entire HOPE book voucher is not used, a check will be processed during the quarter for the unused portion. It is the student's responsibility to provide the college with the correct mailing address. See the Admissions Office for address corrections.

Be aware that dropping classes can result in reduced financial aid. If books were previously purchased on financial aid and the financial aid is later reduced due to dropped classes, students are liable for OTC Bookstore purchases no longer covered by financial aid. Money may be owed to the college, which will result in a hold on student records until the debt is satisfied. Books can be returned to the OTC Bookstore according to the guidelines for refunds and returns.